

**NOTICE OF PUBLIC MEETING  
of  
THE OFF-HIGHWAY VEHICLE ADVISORY GROUP  
(OHVAG)  
of  
THE ARIZONA STATE PARKS BOARD**

Notice is hereby given to members of the Off-Highway Vehicle Advisory Group (OHVAG) and the general public that the Group will hold a meeting open to the public **August 19<sup>th</sup>, 2011, at the Arizona State Parks Board Room, 1300 W. Washington St., Phoenix, AZ at 1:00 p.m.** pursuant to A.R.S. § 41-511.22. You may attend this meeting via teleconference by dialing 1.866.751.5726 and entering the group code \*1731258\*. (Note: You must enter the \* symbol twice.) The Group may go into Executive Session for the purpose of obtaining legal advice from the State Parks Assistant Attorney General on any of the agenda items pursuant to A.R.S. § 38-431 et seq. The Group will discuss and may take action on the following matters:

**AMENDED AGENDA**

**(The Chair reserves the right to set the order of the agenda.)**

**Chair**  
**Tracey Westerhausen**  
Phoenix

**A. CALL TO ORDER AND ROLL CALL**

**Walter D. Armer, Jr.**  
Vail

**B. INTRODUCTION OF MEMBERS AND STAFF**

**Reese Woodling**  
Tucson

**1. OHVAG Chair (or designee) will read mission statements:**

**Larry Landry**  
Phoenix

- a. **The Statewide OHV Program Mission is to develop and enhance statewide off-highway vehicle recreation opportunities, and develop educational programs that promote resource protection, social responsibility, and interagency cooperation.**

**Alan Everett**  
Sedona

- b. **The OHV Ambassador Program is a partnership of agencies and volunteers dedicated to enhancing motorized recreation opportunities and management in Arizona.**

**William C. Scalzo**  
Phoenix

**C. ACTION ITEMS**

**Maria Baier**  
State Land  
Commissioner

**1. Approval of Minutes from the May 20, 2011, OHVAG meeting.**

**Renée E. Bahl**  
Executive Director

**2. Approval of Minutes from June 3, 2011, OHVAG meeting.**

**Arizona State Parks**  
1300 W. Washington  
Phoenix, AZ 85007

- 3. Disclosure of communications outside of a meeting.** - Although no decisions were made by OHVAG outside of a public meeting, communications occurred between OHVAG members that should have taken place at an open meeting. Therefore, OHVAG wishes to ratify and make available to the public the communications in question. A detailed written description of the action to be ratified is attached to this agenda. The Board may also discuss the requirements of the open meeting law as they relate to this item.

Tel & TTY: 602.542.4174  
**AZStateParks.com**

800.285.3703 from  
(520 & 928) area codes

General Fax:  
602.542.4180

Director's Office Fax:  
602.542.4188

- 4. Roles and statutory responsibilities of the OHVAG.** – State Parks Counsel will review the statutory and policy roles and responsibilities of OHVAG and the protocols for working with staff

and the Parks Board. This discussion will include information about the origins and responsibilities of OHVAG, information regarding the funds and grant requirements, and information regarding other constraints on and expectations of advisory group members.

5. **Reconsider the High Priority Sticker Fund Program Projects that were not recommended for funding at the May 20, 2011 OHVAG meeting** – The Parks Board Chair has asked OHVAG to reconsider its actions on the Sticker Fund recommendations for funding, which it originally considered on May 20, 2011.
6. **Staff will present and OHVAG will discuss a DRAFT OHV Project Evaluation Form.** – At the request of an OHVAG member staff has developed a project evaluation form that provides a quantitative analysis of projects based on the priorities for project selection identified in the off-highway vehicle statute A.R.S. §28-1176(H) and the State Trails Plan. OHVAG may suggest additions, deletions and/or changes to the form and will determine how and if it will be used in the project selection process, and may include a recommendation on maximum grant amounts.
7. **OHVAG will discuss the recent actions taken by the Parks Board** – Board actions include:
  - a) **Consider policy on travel reimbursement for FY 2012 for the Arizona State Parks Board and all of its Advisory Committees.** - The Board voted to suspend indefinitely all travel reimbursement for the Parks Board and all of its Advisory Committees, to the budget crisis and to review on an annual basis.
  - b) **Consider recommendations for Off-Highway Vehicle (OHV) Recreation Fund allocation in FY 2012.** –
    1. The Board approved to allocate up to \$50,000 to be used for website enhancements related to the Off-Highway Vehicle (OHV) programs.
    2. The Board approved to allocate \$163,800 for the Ambassador Program for the Bureau of Land Management (BLM) to fund administration and operation of the OHV Ambassador Program for FY 2012.
    3. The Board approved \$166,300 for grants, agreements and State Parks to expand the OHV Ambassador Program.
    4. The Board approved to allocate the remainder (estimated \$1.8 million) of the FY 2012 funds in the OHV Recreation Fund, as the funds become available, for high priority projects as defined in the 2010 State Trails Plan (referred to as the "Sticker Fund Project Selection Program).

**c) Consider appointment of members to the Off-Highway Vehicle Advisory Group (OHVAG).** - The Board approved the appointment of new members, Bill Nash and Thomas McArthur to serve through December 31, 2014.

**d) Consider submitting a request to the Governor's Office to meet Arizona State Parks' financial needs in FY 2013.** - The request was for an additional \$25 million and would, in part, restore the award of grant monies in accordance with statute (Law Enforcement Boating Safety Fund and Off-Highway Vehicle Recreation Fund).

**D. REPORTS**

- 1. Staff Reports** – are attached and address the following subjects:
  - a. Update on status of web/OHV information position.
  - b. Update on status of first annual report to the legislature on the use of OHV Recreation Fund money.
- 2. OHV Program Partner Reports** – may be provided at the meeting and will address the following subjects:
  - a. Bill Gibson, BLM Arizona State Office, will provide a verbal update to the Group on the status of the various field offices' Travel Management Planning.
  - b. Arizona Game and Fish Department may not be in attendance and provided the following: The Arizona Game and Fish Department's on-line OHV decal renewal notice program is up and running. The paper renewal notices now have verbiage on them that directs people to the following link to sign up to receive the notice by email instead of USPS mail:  
<http://azgfdeservices.com/ohvlogin.aspx>.

- E. CALL TO THE PUBLIC** – During the public meeting OHVAG may afford any person the opportunity to present statements relating to agenda items, with or without the opportunity to present them orally. Those wishing to address the Group must register at the door and be recognized by the Chair. Each presentation will be given approximately five minutes if time permits. It is probable that each presentation will be limited to one person per organization. Action taken as a result of public comment will be limited to directing staff to study or re-schedule the matter for further consideration at a later time.

Persons representing agency partners may address the Group on issues regarding OHV projects, the OHV Ambassador Program, or other agency matters.

- F. TIME AND PLACE OF NEXT MEETINGS** - OHVAG will meet on the following date:

1. Additional meeting in early September to consider new project requests. The time and place to be determined with Chair.

**OHVAG**  
**08/19/11**

2. Friday, October 21, 2011 at 1:00 p.m. Location: Pima Motorsports Park, Tucson, Arizona

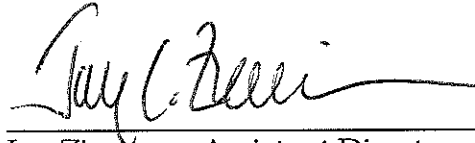
**G. ADJOURNMENT**

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A copy of this agenda and any background material provided to OHVAG is available for public inspection at Arizona State Parks, Partnerships Division 1300 W. Washington, Phoenix, Arizona and on the State Parks website at <http://azstateparks.com/committees/OHVAG.html>.

For additional information, contact Robert Baldwin at (602) 542-7130.

Pursuant to Title II of the Americans with Disabilities Act (ADA), Arizona State Parks does not discriminate on the basis of a disability regarding admission to public meetings. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the State Parks office at (602) 542-7152; or TTY (602) 542-4174. Requests should be made as early as possible to allow time to arrange the accommodation.



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Jay Ziemann, Assistant Director  
Partnerships Division, Arizona State Parks

Posted at: Arizona State Parks  
1300 W. Washington, 1<sup>st</sup> Floor  
Phoenix, Arizona

And at: <http://azstateparks.com/committees/OHVAG.htm>

Minutes of the PUBLIC MEETING  
of  
THE OFF-HIGHWAY VEHICLE ADVISORY GROUP  
(OHVAG)  
of  
THE ARIZONA STATE PARKS BOARD

May 20<sup>th</sup>, 2011, at the Red Rock Ranger District office,  
8375 State Route 179, Sedona, AZ at 1:00 p.m.

AGENDA

A. CALL TO ORDER AND ROLL CALL – 1:06pm

B. INTRODUCTION OF MEMBERS AND STAFF

Members present: John Savino, David Moore, Don French, Rebecca Antle, (Pete Pfeifer and Hank Rogers arrived 1:15pm)

Staff present: Robert Baldwin, Doris Pulsifer, Jay Ziemann, Joy Hernbrode (AG), Tracey Westerhausen (Parks Board Chair arrived about 2pm)

1. OHVAG Chair (or designee) will read mission statements:

- a. The Statewide OHV Program Mission is to develop and enhance statewide off-highway vehicle recreation opportunities, and develop educational programs that promote resource protection, social responsibility, and interagency cooperation.
- b. The OHV Ambassador Program is a partnership of agencies and volunteers dedicated to enhancing motorized recreation opportunities and management in Arizona.

C. REPORTS

Savino – Welcomed Parks Board Chair, Tracey Westerhausen (approx. 2pm)

1. **Update on State Parks Board Actions and Discussions on OHVAG Issues.** – Jay Ziemann, Parks staff and Tracey Westerhausen, Parks Board Chair will review the Parks Board actions on the following items:
  - a. **OHVAG recommends that one Arizona State Parks Board member be appointed to represent Off-Highway Vehicle (OHV) interests.**
  - d. **OHVAG would like to purchase shirts, caps, business cards, or the like to identify themselves when they represent OHVAG/State Parks at public events or conducting business.**
  - e. **OHVAG members would like to be reimbursed for travel expenses.**

Savino – Read a prepared statement.

“Over the past few years since this executive staff leadership has come on board a communications barrier between OHVAG and State Parks Board has developed. This barrier is hindering communications and without ongoing genuine communication, the state’s off-highway vehicle program will never reach its full potential. This barrier I am describing is at the executive staff level. OHVAG has had issues that we’ve each felt very strongly about that were never presented to the Parks Board because staff disagreed with our opinion. We feel that staff has a responsibility to create an

environment of open, effective communication between all of its advisory committees. Unlike any of the other state parks advisory committees, your Off-Highway Vehicle Advisory Group has the ability to generate enormous amounts of revenue for both the off-highway vehicle community and your Arizona State Parks operating expenses. Because of the percentages of these funds allotted to the State Parks for operating expenses which is estimated to be around \$900,000 per year, as stated by Director Bahl during your June 2010 Parks Board meeting. OHVAG feels that our concerns require immediate attention. The concerns we would like to discuss with you today are as follows. We would like to discuss each issue in full prior to moving on to the next, if possible.

1. OHVAG is requesting to set up a budget using a portion of the Off-Highway Vehicle Recreation Fund, no more than 2% as described in Senate Bill 1167 as funds to establish and off-highway vehicle program. It must be noted that these funds will in no way be taken from the State Parks \$900,000 OHV administrative costs. This account will be used for OHVAG member travel expenses, attendance at meetings, sending a representative to the State Parks Board meetings, travel expenses to presentations promoting the state sticker program at various OHV club meetings around the state, attendance at various OHV functions around the state. This fund will also include the expenses of purchasing various items that will be needed for presentations at these events. The estimated cost of this budget will be approximately \$35,000 per year which is less than 2% of the OHV funds. This amount is also considerably less than the amount of OHV funds being spent by State Parks on OHVAG's Ambassador Program."

Rogers – I would like to make it clear that that is your statement and does not necessarily reflect my opinion. If you had gathered all of our opinions, it would be a violation of the open meeting law. I do have concerns about the State Parks attitude toward OHV. I've been around for almost six years and I have never felt that State Parks wanted us. I don't think it's a good fit. I was hoping that with the passage of the sticker fund and a new director, things would get better. They have not met my expectation. I have concerns when we lose \$700,000 of our OHV funds every year to keep State Parks alive and I have expressed that to the people that make that happen. I think it is wrong that we have a fund with money that we are administering and we can't get reimbursed for our expenses. We paid the price to get legislation to fund our recreation. I spent six years going to meeting to get the legislation through. I want to see that good people have the opportunity to serve on OHVAG and good people may not have the resources to pay their own way to be on OHVAG. I think the stakes have been raised. OHV people are tired of being treated like second-rate citizens.

Pfeifer – I represent the American Motorcycle Association from Tucson. It's unfortunate that Hank (Rogers) and the others worked so hard to get legislation through and now can't get reimbursed for their service. What we are asking for is a small amount in comparison to what the Ambassador Program is spending. The Ambassador Program is a real feather-in-the-cap for Arizona, it is widely recognized nationally. Unfortunately, it is unknown in Tucson. With better promotion maybe we would have a program in Tucson. We are looking for some support for our efforts to better connect with our constituents.

Moore – The Group is not really capable of doing everything that it was envisioned to do. I joined because I thought I would be a liaison between the users and the benefits of their fees. The public has no idea of who we are or what is happening to their money. I

thought part of this job would be to get that information out and contact them at their events. The argument that OHVAG is not being reimbursed because none of the other advisory groups are does not make sense when none of the other group have creating their own funding source. The amount we are asking for is trivial in relation to the revenue generated and the investment in our travel and promotion of the fund would increase that revenue.

Savino – After I met with the Parks Board I discussed the issue with Jeff Gursh and Nick Seminetta and they went directly to Representative Weiers and he said the fund may be used to promotion the stickers. Our intent is to get out to the groups and encourage them to support the sticker program and tell them how that money is coming back to them.

Rogers – We think we are best qualified to market the sticker fund program, better than Game & Fish or State Parks. Increasing the revenue would benefit everyone.

Westerhausen – I understand your plea to use a small portion of the money you have worked hard to generate to cover your expenses for serving on this committee.

Ziemann – I sent a message to Jerry Weiers to see if that is actually possible and I'll see what response I get.

Rogers – If you don't like the term marketing, why don't we just call it education. That's what it is and that's in the statute. Educating the users about what the fund does also helps to make them more responsible.

Ziemann – Your principle responsibility today is to review the budget recommendations that are going to the Parks Board next month. They look to you for advise and you can change this budget proposal anyway you want. If you want to include these expenditures, it needs to be in the budget recommendation. If your recommendations do not agree with what the staff is recommending, you'll be invited to present your opinion to the Parks Board. The Parks Board has the authority to decide how the OHV Recreation Fund money will be spent. If the money is misspent, no one will come to you. I want this group to know what the process is.

Westerhausen – The Board agenda is announced sufficiently in advance of the Board meeting and you can comment once you see the proposals and certainly attend the meeting and comment.

- b. OHVAG took action at its August 8, 2010, meeting to fill a vacant position. Their recommendation was not presented to the Arizona State Parks Board until the November 17, 2010 meeting.**

Savino – Read a prepared statement on issue #2.

“At your May State Parks Board meeting the Parks Board directors voted on and approved a recommendation from Assistant Executive Director, Jay Ziemann, to have staff conduct a public solicitation to find qualified people interested in serving on the Board's advisory committees and approve these recommendation biannually. OHVAG applauds staff for revising this new member appointment procedure to include twice per year. However, OHVAG feels that if given the tools requested in issue #1, its members could reach out to the various off-highway vehicle organizations around the state and seek new members. OHVAG feels that we are better equipped to seek these new OHV members at the various OHV functions and organizational meetings. By

doing this State Parks would be saving desperately needed funds for its more important issues.”

Rogers – When I applied six years ago, I applied in November, was approved by OHVAG in January and the Parks Board in February. I don’t know why it should take so long to get people approved.

Ziemann – Four or five years ago the Board was getting routine business like appointing new members, approving grant extensions, grant requests for trails in January, OHV requests in February, and Land and Water grants in May. They were not able to focus on these items and still make the park operations decisions that they needed to. They felt like they were just rubber-stamping these routine items because they couldn’t grasp the minutia involved. So, the Board made a policy decision to address some of these issued at the same time once a year so that they could truly understand and become a part of the solutions. Grants were moved to September. Advisory Committees are addressed in November. Now, other committees are having vacancy and quorum issues, too. In response the Parks Board has agreed to consider this issue twice a year. Since we are behind the curve right now, we encourage anyone who is interested in serving on the committee complete the application and get it in by May 27<sup>th</sup>. We will hold a one-item telephonic OHVAG meeting in early June and recommend candidates for Parks Board consideration later in June. The appointed members will start serving immediately.

Savino – This issue I have is that State Parks is the one soliciting new members. This is a job that OHVAG should do. We have the connections with the users if we were getting out to events more it would not be a problem finding good candidates.

Westerhausen – We are encouraging you to find candidates to apply for this process.

Savino – We found a candidate in February. Staff sent us an application for Jack Hickman. I investigated him to see that he truly had OHV interests, he came to our February meeting and was interviewed and approved by the Group. It is now May and where has this process gotten?

Ziemann – We have contacted Mr. Hickman and he does not need to reapply and if Rebecca can get her application in by May 27<sup>th</sup>, you will have two people to consider. Hopefully, you will have eight or ten. Whoever you select will go to the Parks Board on June 23<sup>rd</sup>. Staff does not make a recommendation.

Westerhausen – Because the committee operates under State Parks, we are obligated to put the information out to the public. We can’t just rely on word-of-mouth.

Pfeifer – Suggested that the process be considered quarterly.

Moore – Wants to see special circumstances like when there are unexpected vacancies. The Group operates more efficiently when it is fully staffed.

**f. OHVAG expressed an interest in having an OHV website and asked what would be the best way to fund a statewide OHV website/webmaster and newspaper.**

Savino read a prepared statement on issue #3.

“OHVAG expressed an interest in having an off-highway vehicle website and asked what would be the best method to find an off-highway vehicle website and fund it. Staff is recommending the up to \$50,000 in OHV funds in fiscal year 2012 be used for a



contract employee to enhance the OHV website with pertinent information and links. Exactly why is Executive Staff asking for \$50,000 of OHV funds instead of using \$50,000 out of the \$900,000 that State Parks is already getting from the OHV community for administrative funds? After all, wouldn't these be considered administrative costs? If the OHV community is required to use some of its own money for a website, then this program should be an OHVAG program with this group's members running it. We're all in favor of the website, we are questioning why it cannot be covered with the \$900,000."

Ziemann – This group asked State Parks to provide a website that people would go to for information on OHV issues. You did not feel that people would consider the State Parks website when they are looking for OHV information. We have an existing OHV website that contains a lot of information that is maintained with State Parks administrative funds. Your request is to provide more links, more information on projects and we're happy to host that and direct traffic there. What we don't have is someone who can go out and collect the information, get it in a form that can be easily loaded by our web person. That's what this recommendation does.

Rogers – I want to see an OHV person in this position. Someone with a passion for it, so that that passion is translated into that website.

Ziemann – I understand that and the person has to be able to put it in web language so that our web manager is not burdened with interpreting it. The information will include where the sticker money is going.

Savino – Our issue is that since State Parks do not have OHV facilities and in California OHVs are strictly prohibited in the state parks, why would someone coming from California looking for a place to use their OHV ever consider looking under Arizona State Parks?

Ziemann – This person would purchase the domain names needed to direct people to the State Parks OHV website. The proposal for the position includes the responsibility to develop these connections.

Savino – We want to be assured that we will have input into that position and can tell our constituents that the money is being well spent. I can't respond to them when they ask what they are getting for the \$900,000.

Ziemann – The legislature has appropriated that money to State Parks to operate our parks. That is not a Board decision or anything you have input into.

Moore – I know someone who is in the business of doing what you want to do and would be happy to connect them with you.

Rogers – Let OHVAG interview that employee.

Savino – Will we have the ability to work directly with that person?

Ziemann – I believe that this discussion has satisfied all of the issues in C1. So while Tracey is here, I would suggest you discuss the budget issues.

NOTE: The following items were not specifically discussed.

- c. **OHVAG is involved in managing the OHV program that currently has two active funding sources that provide funds for administration of the program.**

**Staff has been reduced in the OHV program area. OHVAG wants to know what is happening to the administration portion of the OHV Recreation Fund.**

- g. OHVAG expressed concern that issues are not being presented to the Arizona State Parks Board or are being changed prior to their knowledge.**
- h. OHVAG requests contact information for Parks Board members.**
- i. OHVAG would prefer to have OHVAG funds spent in-house versus through the Bureau of Land Management (BLM).**
- 2. Chair's Report – The Chair will report on the circumstances surrounding the cancellation of the Whiplash off-road race typically held in the Showlow area.**

Savino – The president of Whiplash contacted me because after many years of operating their in the Showlow area on the Black Mesa Ranger District, the Apache-Sitgreaves FS out of the Supervisor's Office is requiring them to do surveys before they will approve their special use permit. I am bringing this up because I want this Group to discuss ramification in this process might to other groups trying to host events on the forest, like the Outlaw Jamboree in Eagar. Do we want to take a stance against environmental groups that are trying to shut down these events?

Rogers – I think we definitely need to support Whiplash. I was told they shut it down because the roads were not sufficient for the speed of the racers going through there. I don't know what road is when you're having a race. If it's been okay for the last 10+ years, what's the problem now? There is something else going on and that makes me very nervous for any events that have been using public lands.

Moore – I agree that all events on public lands are under attack. I think that since it is part of our responsibility we should take a stance. This race was celebrating its 40 anniversary this year and it attracts upwards of 10,000 people.

Savino – They had 600 entries last year. That's just vehicles and drivers, not support crews and spectators.

Moore – Studies show that each entrance brings about 5.5 people to support them and then you add the spectators.

Rogers – I think State Parks Board, Game and Fish, ADOT, and State Land all need to write support letters to Whiplash to help protect our rights on public land.

Pfeifer – Our goal is to support responsible motorized recreation, so I agree we should support it.

Moore – That group almost universally sticker fund riders. Those people have multiple vehicles and they should benefit from the use of the fund.

Savino – I have spoken to the Forest Supervisor and he suggested that some of us from OHVAG come talk to him about. I'm asking if as long as we only take three or less people, is that something we can do?

Rogers – I'd like to suggest that we host a meeting in Showlow or Lakeside and invite him to that meeting a put this discussion on the agenda.

Antle – Can we get the particulars of why the permit was canceled?

Savino – I will put that on the agenda for our next meeting and have Jay McKinley from Whiplash come and discuss it.

Antle – I would like to have all of the information before we make a decision.

### **3. Staff Reports –**

#### **a. Update on status of Sticker Fund Projects.**

Baldwin reviewed information provided in the packet page 9.

Antle – What do you know about the projects listed as zero percent complete?

Baldwin – Some of those have only been awarded recently. Not all projects were required to be completed in one year. The important thing is that we have identified and funded worthy projects that will be available to the public soon. Everything that has been initiated can be reported to the legislature in September.

Savino – We have set up a process where OHVAG members will report on projects in their area at our meetings.

Baldwin – We had to remove the “Subcommittee/Member Reports” item from the agenda because it was not specific enough on what was going to be reported. When OHVAG members visit a project and want to report on it, they need to inform me so that I can put that specific information on the agenda.

Pfeifer – I have been calling project sponsors to get updates on the status of their projects, then putting that information in a spreadsheet for project tracking. Can I email that information to the other OHVAG members?

Hernbrode – This is information that the Group may use in future discussions of those projects and needs to be available to the public. It should only be distributed as an agenda item at an OHVAG meeting. If information is relevant to something you have done or are going to do, it must be shared at a meeting.

French – How specific do items on the agenda need to be?

Hernbrode – It needs to be specific enough that someone from the public who has an interest in that project can know that it is being discussed and what will be discussed.

#### **b. Update on the status of the expansion of the OHV Ambassador Program.**

Baldwin – Reviewed the information provided on page 13 in the packet.

Savino – Questioned Baldwin on his authority to buy four trailers for the Ambassador Program. The Group only approved one \$25,000 expansion grant. We did not approve the use of the rest of the expansion grant money at your discretion.

Baldwin – When the grants were offered I was not aware that I could purchase trailers through a vendor on state contract and then loan them to the grantees. This process will provide a better trailer and maintain consistency in the product being used.

Savino – My issue is that this Group only approved the one \$25,000 Ambassador Program expansion grant. How did that lead to carte blanche use of the \$75,000?

Ziemann – This is headed toward one of the main issues of this meeting and that is approval of appropriation of the OHV fund money for 2012. Last year the Parks Board appropriated money for projects and money for the Ambassador Program. They directed this group to select and award the project money to worthy on-the-ground projects. The Ambassador Program money was divided between continued operation of the existing BLM program and expansion of the program to other groups that want it. The Parks Board has fiduciary responsibility for the OHV fund and purchasing the

trailers at this time for the current participants and to be prepared for future needs was an appropriate use under their direction to expand the program.

Pfeifer – We all support the Ambassador Program. My concern is that we have not been kept up to date on the status and direction of the Ambassador Program. We had no knowledge of this trailer purchase. We need to improve the communication between this advisory board and staff.

Savino – I would like to table the discussion of the Ambassador Program until we have an opportunity to discuss some of the proposed budget items.

Ziemann – The update information about the program is in your packet and we are certainly not trying to keep you in the dark.

Rogers – Who are the other groups that will be using the four trailers?

Baldwin – In addition to the trailer for the Prescott group, the Red Rock Ranger District has a coordinator who is promoting the program. We are finalizing an agreement with the Coconino Rural Environment Corps who will coordinate the program in northern Arizona and the BLM group is expanding into the Tonto Basin/Globe area.

French – We only approved the two grants for Ambassador Program at our last meeting. Where are these other groups coming from?

Baldwin – The Ambassador Program has been on every agenda for the last year. In August the Statewide Coordinator and I made a presentation to the group and the forest service representatives in Flagstaff about our plans to expand the program and reach out to potential partners. That same presentation was made in November in Tucson. In February we discussed the expansion grants and at that time I told you about the pending agreement with CREC. We have informed you of everything that we are doing today except possibly that I would be purchasing trailers instead of including them in the grants.

Savino – OHVAG approves those expenditures. Staff does not approve them. Staff can only act after OHVAG has approved an action. You have jumped the gun. This is the first time that we are even aware that those organizations even exist.

Rogers – I do recall some of the other groups that have shown up. One in particular got my attention because they were more into other recreation than OHV, but I approved them.

**c. Update on agreement documents that govern use of the OHV Recreation Funds awarded to the Community Forest Trust to operate the OHV Ambassador Program on the Prescott National Forest.**

Baldwin – The information in the packet documents the processes State Parks uses to see that a grantee adheres to the terms of the grant regarding their operation of the OHV Ambassador Program. That includes an agreement with State Parks that identifies their responsibilities and references their application and the OHV Ambassador manual and a cooperative agreement they have with the forest service to accomplish the goals of the OHV Ambassador Program.

Savino – What is the status of the council that was developed to oversee the Ambassador Program?

Baldwin – An oversight council was established in the MOU signed by all of the sponsoring agencies and you (John Savino) were selected by OHVAG to represent them on the council. It will be meeting soon to establish a charter/by-laws and get updated on the status and future plans for the program. The day-to-day operations are coordinated by the Statewide OHVA Coordinator, Chris Gammage, and his assistant Marge Dwyer. Participants in the program meet regularly to discuss the operation of the program. The Planning Team includes myself, Jimmy Simmons and Jim Harken from Game & Fish, Eric Norman and Tammy Pike from the Cave Creek RD, Cliff Myers the risk/safety manager for BLM and FS, and Tom Palmer representing the Prescott / CFT. This Planning Team coordinates training for the new units. The Prescott/CFT group received agency lead training on April 8<sup>th</sup> and the Ambassador volunteers were trained on May 14<sup>th</sup>. They will be doing events beginning June 11<sup>th</sup>.

Savino – How much OHV money are we spending toward these people, Chris Gammage, for all of this?

Baldwin – This is included in the \$110,000 that was appropriated to BLM for the Ambassador Program.

Savino – Is this program still in the interim/trial period? It was started in 2006, correct? How long does the pilot period last? When does it become a “permanent” program? How much longer can it continue without further approval from this group? Don’t get me wrong, I think it’s a wonderful program.

Hernbrode – There is no legal definition of a “pilot” program.

Ziemann – It was identified as a pilot program because it was something new. It has continued to get funded by the Parks Board because it has flowered and is highly successful. We are asking for your input on funding for next year and you can agree with what we suggest, change the amount, or vote to cancel it altogether. We will take your recommendation to the Parks Board and they will decide.

Savino – The \$110,000 that the Parks Board approved last did not come in front of us. We had no knowledge of it. Yet, that is money that the OHV community is counting on us to govern. You guys went forward with it without our approval.

Baldwin – You voted on it last year at this time. It was on the agenda just like it is today.

Rogers – So what was the \$110,000 to BLM for? Are we paying them more money now?

Baldwin – The agreement approved last year is still in effect. The \$110,000 covers one fulltime employee and one part-time employee. It also covers the expenses for operating the events on BLM and Cave Creek RD. There was money added for expansion under BLM to other BLM or FS locations that they would coordinate. This budget recommendation is item C7 on your May 21, 2011 agenda and the itemization of costs is Attachment D.

Pfeifer – The grant to CFT was \$25,000. This report shows \$18,500. That was reduced by the cost for a trailer?

Baldwin – Correct.

**d. Update on the State Parks Website Hits for OHV Pages.**

NOTE: There was no discussion on this item.

**D. ACTION ITEMS**

**1. Approval of Minutes from the February 25, 2011 OHVAG meeting.**

Motion Antle, second French, carried unanimous

**2. Consider Canceling the FY2011 Sticker Fund Projects for Cave Creek Ranger District. – These projects were approved at the May 21, 2010 OHVAG meeting with the understanding that the project sponsor would be able to complete them by June of 2011. To date the projects have not been started.**

Savino read the staff report and motion.

Rogers moved, second French, carried unanimously.

**3. Consider Staff Recommendations for Appropriation of FY2012 Off-Highway Vehicle Fund Revenue. – The Group will review the staff proposal and make a recommendation to the State Parks Board for allocation of the OHV Recreation Fund revenue available for FY2012.**

**a. Website Enhancements up to \$50,000.**

Savino – We've pretty much discussed this issue.

Rogers – I would like staff to consider what they want to see and bring a proposal to us at the next meeting. I have some ideas and we could give staff our input on what should be included on the website.

Baldwin – I will certainly solicit your input to develop the job description before we put it out. Then when the person is hired we can have them sit down with this group to discuss your ideas on what the website should contain or how it should look.

Savino read motion, Pfeifer moved, second Moore, carried unanimous.

Rogers – I have heartburn with the word edit.

**b. OHV Ambassador Program up to \$330,100.**

Rogers – What period are we talking about?

Ziemann – This is a proposal for state fiscal year 2012, July 1, 2012 through June 30, 2013. Last year the BLM received \$110,000 and \$75,000 was allocated to expand the program. This proposal increases the BLM amount to \$163,800. The expansion amount is increased to \$166,300.

French – It seems to me the program is taking on an identity of its' own. From what I've heard it's a good program, but it appears to be mushrooming. Can we bring this up at the next meeting?

Antle – I am not clear on what some of these expenditures are. What is \$1300 for recruitment and retention?

Savino read the motion and included that it be tabled until the August meeting, French moved, Pfeifer seconded,

After discussion below: Savino & French voted yea, Antle, Rogers, Moore, & Pfeifer voted no, motion failed.

Ziemann – The Parks Board is going to act on the OHV funds in June. They can act on a portion of it or may act in absence of your recommendation. Without their action, we don't have authority to continue the OHV programs.

Savino – Maybe I'm confused, but this is not the Parks operating budget. This is money outside of that. Why do they have to take action on this? How can they make... it's our money!

Ziemann – This is a portion of the OHV fund that has not been swept or allocated to State Parks for operations. This is the money that is to be used by the Parks Board according to the statute. It is apportioned to the Parks Board. They must answer to how it is spent. We can only expend the money as they direct and it has to be for those purposes. They are the ones who decide how to spend the money. You have agreed to recommend that they allow us to spend \$50,000 for the web enhancements. This is money that will be accruing beginning July 1<sup>st</sup> and we expect to have about \$1.4 million. If they do not direct us, we cannot spend they. They are relying on your advice, you are their experts. The staff recommendation is just to get the discussion going. If you're not comfortable making that recommendation, we can have them act on the \$50,000 that you are comfortable with and we'll get you more information for the August meeting and we'll put it on the Board agenda for September.

Savino – We are not against this project, we only received this information three days ago and \$330,000 is a lot to be putting out there.

Pfeifer – If we are presented with a project this big, we should get a presentation from BLM. Someone needs to assure us that the money is well spent, so we are comfortable approving it. \*\*\*\*\*

Ziemann – These requests represent the same categories that were funded last year except at higher amounts. Bob has consulted with the land manager to determine what is needed.

French – Since I'm new to the Group, maybe I don't understand how things are done. But, throughout the year projects are presented to us for review. Why do we have to get this approved all at one in advance?

Ziemann – Your understanding is not quite correct. Typically the grant process required that project be submitted at a specific time for specific purposes to be approved by the Park Board once a year. Because of the nature of the OHV community and the political pressure on this fund, last year we asked the Parks Board to approve a broad authority for you select projects so we could get them going and on the ground. As long as the projects were meeting the requirement and priorities identified in the plan, they didn't go back to the Board. The same is true for the Ambassador Program. Based on their understanding of the program and the staff and OHVAG recommendation they authorized staff to spend the money as proposed. The Board is not aware of all of the projects that have been funded over the year, so that is part of what we report to them in response to their confidence in staff and OHVAG. This will encourage them to allow us to continue selecting project and running the Ambassador program like we did this past year. This is why at this time we request that the Board authorize the money for 2012.

Westerhausen – Don't the motions direct the Board to allow expenditures "up to" a certain amount?

Ziemann – That's the way I had it, but if they are not comfortable doing that, I don't have a problem with pulling it back and getting you more information so we can act on it in September. We will continue working on the projects that were authorized for 2011. We can use the \$50,000 to get the web person going. I don't know what the impact would be to the Ambassador Program.

Savino – I'm not comfortable with that.

Rogers – I'm not comfortable either. I just see too many things in here that I question.

Pfeifer – I would like to say that Bob Baldwin does a fantastic job putting this stuff together. I know it is hard to present this in an easily digestible manner and I do appreciate his efforts.

Moore – Is there something that says it's all or nothing? I don't like the idea that they get hung up for a quarter of the year. Can we agree to match the 2011 with the additional amount to be discussed?

Ziemann – You can make that recommendation and we would take that to the Board.

Antle – I think that's a good idea until we can find out what the rest of this is. It may all be fine, but we don't know that.

French – Are we putting in for four units?

Savino – That isn't right because if we go back to the old funding, it wouldn't bring up the issue of the four trailers. We agreed on the one trailer for the Prescott program last year, so if we go back to that it wouldn't include four trailers. I want to bring Tracey up to date on our earlier discussion regarding four Ambassador trailers. The Board approved \$75,000 for Ambassador expansion, three \$25,000 grants. We had three applicants and only ended up with one who got the \$25,000. State Parks staff decided that since they have money left over they would buy four trailers. They have sought other groups to get involved in the Ambassador Program without coming back to us. We need to review these groups.

Ziemann – The trailers were purchased for use by other groups that may come onboard with the Ambassador Program....

Savino – I'm going to interrupt you again. This is getting contentious. Who gave you the authority to use our money to buy those other trailers? That's our money whether you say it goes to the Parks Board or not. They are responsible for it, Tracey didn't go out and buy those trailers. Executive staff bought those trailer. Who gave you the authority to do that? Who did?

Ziemann – There was money available, the purchase of trailers to expand the program was consistent with the Board's allocation of the money, and it was economical to purchase and wrap the trailer in bulk.

Pfeifer – We know your intentions were good, but we feel slighted that we were left out of that decision. Now that the money has been spent, we don't have seed money for any more clubs to apply for the program? So, we can still have two clubs put in for the grants?

Baldwin – I had an update on the Ambassador Program on the agenda for discussion before this funding issue was scheduled to come up. You did not allow me to complete that discussion. We have had the Ambassador Program on the agenda for every



OHVAG meeting for the past year. The goal of the Ambassador Program is to get more people in more places talking to people about the stickers and new OHV regulation and promoting safe and responsible recreation. They are available to the land managers to show presence and help control OHV activities on their land. The grants were offered to groups who were interested in working with the agencies by coordinating the volunteer. We want to take the burden of volunteer coordination off of the agency. We found groups on the Prescott NF, in Flagstaff, and on the Tonto Basin and Globe Ranger Districts that want help. The BLM group will coordinate for them and they need a trailer. Flagstaff needs a trailer...

Savino – The issue is that you can't do it when it was convenient. Now you come in saying that you have an agreement ready to sign with the group in Flagstaff. This is the first we've heard of this. What happened to the process of bring it back to OHVAG? It's not up to you to make an agreement with that group or to buy a trailer for that group.

Baldwin – State Parks manages the Ambassador Program in cooperation with the partner agencies. When I have an interagency agreement in place, I can issue a work order under the authority that the Parks Board has given to expand the Ambassador Program. The Ambassador Program has operated under the authority of the Parks Board since it began. We offered grants to encourage the expansion. We also have the ability to enter into agreements. We are doing what it takes to get people out there. Our work order with CREC is within the terms of that agreement and the authority to operate the Ambassador Program.

French – Do you want to stand up in front of all of these people and tell them that you want a third of their money for this project? It's a good one...

Baldwin – You all keep saying what a good program it is and you are going to get more bang for your buck than you will with any dirt moving project.

Savino – I'm not sure we are and I want to at least have the ability to decide for myself if I am or not. I don't want it shoved down my throat.

Ziemann – It's not an either or situation. There is plenty of money for grants and for the Ambassador Program.

Savino – So is Bob lying when he sends us this email telling us we need to rate these projects because we may not have money to fund all of them.

Westerhausen – Nobody is lying. I just want to be clear that you are upset that you were not consulted on the use of the \$50,000 in grant funds that were not awarded.

Savino – That's correct.

Rogers – I like the Ambassador Program, but I don't want to spend this kind of money. I want to see our money spent on opening up more trails and providing more riding opportunities for people. The Ambassador Program is going farther than I want to see it go. It's not a bad program, it's an excellent program. I just want to see more of our money to opportunities for riding.

Savino – Why are we sending that much money to BLM? When the state is laying off people, why don't we keep this money and ask them to put on another hat?

Ziemann – That money is not ours to keep. The legislature appropriates money to run our agency. There is no money in that budget for an Ambassador coordinator. It's got

to go to the purposes that the statute dictates. There is a state hiring freeze. We cannot hire fulltime staff.

Savino – All I can say is that the people I talk to don't like seeing the money go to BLM.

Baldwin – Explained what has happened to the \$75,000 allocated for expansion grants. The money went to the Community Forest Trust (\$18,500), purchase of four trailers and wraps (\$25,000), and a new agreement with Coconino Rural Environment Corps (\$31,500) to operate the Ambassador Program on the Coconino and Kaibab forests. Part of the non-BLM portion of the money requested for the Ambassador Program in 2012 be used to fund the balance (\$43,500) of the agreement with CREC. If you approve \$75,000 for expansion of the Ambassador Program in 2012, it needs to be available for general expansion needs, not just grants.

Savino – Duly noted. We have already determined we are not going to approve the requested funds for the Ambassador Program.

French – Asked about the process that allows State Park to give money some people without going through OHVAG.

Ziemann – Explained that State Parks has existing agreements with the forest service and BLM that allow us to work together on certain projects.

Pfeifer – Says he has never heard of CREC and asked what it takes for someone to volunteer as an Ambassador in Flagstaff.

Baldwin – Explained that Ambassadors do not have to be a member of a club. The volunteer for the statewide program and select the areas where they want to work. Then they are coordinated by whatever group is operating the program in those areas.

Pfeifer – I move to fund the Ambassador Program for 2012 through the BLM in the amount of \$110,00 and that this recommendation be forwarded to the Parks Board for further action.

Antle seconded, passes unanimously

**c. Allocation of all other FY2012 revenue for projects as the funds become available.**

Savino read the motion, Rogers moved, Pfeifer seconded, passed unanimous

**4. Prioritize Sticker Fund Project Selection Program Applications. – Ten projects are requesting funding from both the OHV Recreation Fund and the Recreational Trail Program. Project sponsors may answer questions about their project(s).**

**Representatives for all of the projects gave a presentation to OHVAG.**

**Project A & Project B – Kenneth Lamb, Land Department**

Sandee McCullen – OHV users were very supportive of the project when it was first conceived. I was a great project. It's not anymore. The majority of people who use it now are "yahoos". They are not the organized people who do the responsible recreation. We have been suggesting for five years that this site needs to be closed. It's not manageable. It has been divided by a gravel pit so the remaining parts are small and inaccessible from the other part.

Moore – I have been out there and it is not a great OHV play area.

Rogers – This reference letter has Bill Nash's signature. Sandee, did he sign this?

McCullen – He says he did not.

Antle – I do not see any recommendation letters from groups and all of the people I have talked to say you'll just be feeding the cattle.

French – What are your plans for when the property might be developed?

Lamb – It is far enough out that with current market conditions, it will be quite a while before it is desirable. However, closing this will make it hard for the Land Department to justify making any trust land available for OHV use.

Savino – If I were a rancher, I'd sign it in a minute. You're planning to feed my cows. I contacted RideNow and Bill Nash does not support this project. Other signers as Becky and Sandee have pointed out do not support it. Five percent of the OHV money goes to State Land to allow us to ride across State Land, but if we stop to picnic, you want us to pay the permit fee. And you're asking us for close to \$1 million.

Lamb – Closing it leaves a bad impression of what happens when OHV recreation is allowed on trust land.

Savino – All of the input I have gathered suggests that the area be closed.

Jody Latimer – This area is uniquely managed by a coalition of your partners. The OHV statute does not allow us to use our 5% for management of this area.

### **Project C – Micah White, AGFD**

Savino – Game & Fish already gets OHV fund money.

White – That money is earmarked for the seven offices we are mandated to hire. These vehicles will be used by the wildlife managers.

Rogers – How much does it cost to put one of the law enforcement officers on the ground? I had a hard time with this when Jimmy Simmons first called me. But, as I look at it, it puts 10 more sets of eyes out there. I think G&F officers are the best law enforcement people I work with.

Harken - \$135,000 plus law enforcement academy if needed.

Antle – These will be used for the wildlife managers, not the OHV officers? This proposal asks for money for training. Who is that training for?

Harken – These will be use by anyone in the agency that needs them. The trainings are for tactical purposes for officers. We also provide training to other agency staff. And we are working to implement the new ROVA training for side-by-side operation.

French – I feel like we don't get significantly more money than Game & Fish, but they and the Land Department are coming to us. And after taking 12% of the money out for administration, then more for the Ambassador Program, there isn't much left for projects.

Rogers – Unlike the Ambassador Program who will be coming back every year, this is a one-time investment.

Moore – I have a general opposition to funding equipment for any law enforcement agencies. They have their own funding sources. Public encounters with law

enforcement are not generally a positive thing and I don't think this is a good use for this money.

**Project D – Jim Harken, AGFD**

McCullen – Why are you doing the same things that NOHVCC already does? Have you considered working with them.

Harken – We have contacted them and are consulting. This is going to be Arizona specific: Arizona laws, Arizona scenery.

Rogers – I'm very positive on this. I think you need to be very graphic to reach teenagers.

Antle – I'm hoping this will be very positive.

Savino – Will these be available for clubs to show.

Pfeifer – I would like to see more of a storyboard at this time. I'm hearing storybook stuff and blood and gore.

French – Does the OHV Recreation Fund get credited in the movie? YES

**Project E – ???, CCSO**

Savino – Where on your vehicles do you plan to acknowledge the OHV program.

McCullen – Rock Art has OHV fund decals.

French – What equipment do you have in mind?

CCSO – Most of our stuff is Polaris. Part of the equipment will be a medical litter.

**Project F – Mike Deckter, Lance Haubrick – Signage is the #1 need identified by visitors to the forest.**

Pfeifer – Is the NEPA completed for this project?

Deckter – Yes.

Antle – Why are you using wood? I don't see support letters from motorized users. Will these signs be for motorized uses only?

Deckter – We have received concerns about putting up big metal signs in the forest. Others say if you put up wood, people can vandalize them. All of the people who see these signs will be in vehicles.

Savino – Why don't you have support letters from motorized groups? The Diablo Trust is not a motorized group.

Pfeifer – If the project is approved today, how soon before they will get the money?

Baldwin – Within a couple of months.

**Project G & Project I – Mike Deckter, Lance Haubrick**

Thomas McArthur, Coconino Trail Riders – Will these signs identify the miles of single track?

Deckter – The signs will be on FS roads. No trails will be signed. This project is not related to the TMR.

Savino – The Center for Biological Diversity and Diablo Trust don't appear to be OHV groups.

Rogers – Why are we putting money into this when the TMR is not final. You'll be marking roads that will be closed. I am not in favor of supporting any Forest Service projects until their TMR is completed.

Micah White, AGFD – Any kind of signing is a help to everyone. The courts have said that if a reasonable person is not able to identify where they are, none of our citations are enforceable.

Haubrick / Deckter – We will not need to remove sign even if the road is closed or not designated. The may still be available to permittees or for administrative use and they still be identified so people know where they are.

### **Project H – Patrick McGervey, Flagstaff RD**

Warren Williams, Coconino Trail Riders – Is that only on the east side of Hwy 89? YES

Sandee McCullen, OHV Coalition – Cinder Hills is one of the state's first recognized OHV areas and we need to do what we can to maintain it.

### **Project J – Tonya Forbrook, Town of Wickenburg**

No discussion on tape.

Baldwin collated the ratings from all members:

PROJECT	A	B	C	D	E	F	G	H	I	J
Moore	9	10	7	3	8	4	6	2	5	1
Rogers	9	10	3	1	5	4	7	6	8	2
Pfeifer	9	8	5	10	4	2	7	3	6	1
Savino	10*	9*	6	2	4	5	7	3	8*	1
French	8	9	10	3	4	5	6	1	7	2
Antle	9	10	8	6	7	3	5	1	4	2
TOTAL	54	56	39	25	32	23	38	16	38	9

### **5. Consider Funding High Priority Sticker Fund Project Selection Program Projects. – The current status of the fund will be presented and OHVAG will recommend funding for selected projects.**

NOTE: At this point the meeting was two hours past the scheduled completion time and the forest service staff said she had to leave and lock up the building. The funding recommendation was very rushed.

Savino – Recommend funding the five highest rated projects. NOTE: Further discussion determined that the group actually wanted to fund seven projects.

Pfeifer – I move to recommend funding for the seven highest rated projects, and encourage the Executive Director or designee to sign the appropriate agreements.

French seconded, Moore, Pfeifer, French, Antle voted yea, Rogers voted ney, motion passed

Rogers – I will not vote for any of the projects that involve TMR that is not completed.

6. **Consider Selection of an OHVAG Logo. – Presentation by Jim Harken, Public Information Officer for Arizona Game & Fish Department. The Group may vote to select a logo to be used on business cards and other materials representing OHVAG and make a recommendation to the Parks Board.**

NOTE: This item was not discussed. Group ran out of time.

- E. **CALL TO THE PUBLIC – During the public meeting OHVAG may afford any person the opportunity to present statements relating to agenda items, with or without the opportunity to present them orally. Those wishing to address the Group must register at the door and be recognized by the Chair. Each presentation will be given approximately five minutes if time permits. It is probable that each presentation will be limited to one person per organization. Action taken as a result of public comment will be limited to directing staff to study or re-schedule the matter for further consideration at a later time.**

Persons representing agency partners may address the Group on issues regarding OHV projects, the OHV Ambassador Program, or other agency matters.

NOTE: Public comments were solicited during the discussion of the agenda items.

NOTE: Group did not have time to discuss the following items.

- F. **SUMMARY OF CURRENT EVENTS, MATTERS OF BOARD PROCEDURE, REQUESTS AND ITEMS FOR FUTURE AGENDAS**
- G. **TIME AND PLACE OF NEXT MEETINGS - OHVAG will meet on the following dates:**
  1. **Date in June to be announced – telephonic meeting to consider applications for appointment to the OHVAG.**
  2. **Friday, August 19, 2011 at 1:00 p.m. Location: Kingman, AZ**
  3. **Saturday, August 20, 2011 at 9:00 a.m. – Field Trip in Hualapai Mountains area. Meeting site to be announced.**
  4. **Friday, October 22, 2011 at 1:00 p.m. Location: Pima Motorsports Park, Tucson, AZ**
- H. **ADJOURNMENT @ 6:45pm**

Moved ???, Pfeifer seconded

**Draft MINUTES OF THE PUBLIC MEETING of  
THE OFF-HIGHWAY VEHICLE ADVISORY GROUP (OHVAG) of  
THE ARIZONA STATE PARKS BOARD (ASPB)**

**Friday, June 3, 2011 @ 10:00 a.m., Park Board Conference Room  
Arizona State Parks, 1300 West Washington, Phoenix**

**AGENDA**

**(The Chair reserves the right to set the order of the agenda.)**

A. CALL TO ORDER – 10:20 am

B. INTRODUCTION OF MEMBERS AND STAFF/ROLL CALL

The meeting was conducted telephonically. State Parks staff Robert Baldwin and Doris Pulsifer were present at the State Parks office. The following OHVAG members were present on the phone: John Savino, Don French, Hank Rogers, Rebecca Antle. Members absent: Pete Pfeifer, David Moore.

Baldwin announced that a quorum was present.

All of the OHVAG applicants were present on the phone: Bill Nash, Jack Hickman, Rebecca Antle, and Thomas McArthur

Chair Savino called the meeting to order and turned the meeting over to Robert Baldwin.

C. ACTION ITEM

1. The Off-Highway Vehicle Advisory Group (OHVAG) will meet to review and discuss applications to fill vacant positions on the Group, and will make recommendation of qualified applicants to the Arizona State Parks Board for appointment to OHVAG to serve 3-year terms beginning retroactively January 1, 2011 and ending December 31, 2014. Application copies will be distributed via e-Mail to OHVAG members prior to the meeting.

Baldwin explained that because there are more applicants than positions, each Group member will have to prioritize their selections and the highest priority applicants will be recommended. The Group will discuss each of the applicants and ask questions of the applicants. The applicants will have an opportunity to make a statement. Baldwin also explained that because R. Antle was asking to be approved for a third term beyond the two allowed by Parks Board policy and that applicant Nash did not indicate an organization affiliation required for appointment to the open position, their recommendations would have to include a request to the Parks Board to waive current policies.

Baldwin also reminded the Group that the county of residence allocation requirement will only allow one of the recommended applicants to reside in Maricopa County. The

distribution of user types could vary with Group approval as long as all user types (4-wheel drive, ATV/UTV, dirt bike) are represented in the final make-up of the Group.

Bill Nash was discussed first. Hank Rogers verified that Nash was a member of the Apache County ATV Rough Riders Club and Rogers had provided a support letter on behalf of the club for Nash.

Baldwin noted that that will make him eligible as a member of an organization as an ATV/UTV user from Maricopa County.

Rogers noted that Nash has been very involved in OHV issues, particularly responsible OHV use and respect for the land.

Savino asked Nash if he has the time to devote not only to meetings, but to preparing for the meeting and keeping abreast of statewide OHV issues.

Nash responded that he fully intends to devote the time necessary to responsively represent public/users interests. He also pointed out that he is a part time resident of Apache County.

Rebecca Antle was discussed next. Savino asked her if she still has the passion to serve on OHVAG after two plus terms. Antle responded that she is as passionate as ever about protecting the OHV funds and promoting all forms of OHV use.

Baldwin explained to the Group the even though Jack Hickman was reviewed and approved at the February 2011 meeting, he must be reevaluated with the other applicants. It was determined that his selection in February was not the result of a broad public solicitation.

Hickman explained what the Arizona Off-Highway Vehicle Coalition is and how it promotes all forms of outdoor recreation. This was the group that gathered user support and paid a lobbyist to get the new OHV legislation creating the user indicia (sticker) passed in the State Legislature in 2008. He explained that this group has an active partnership with land managers and is soliciting grants to construct new user facilities.

Baldwin asked Hickman to explain any financial conflicts he might have when considering the appropriation of OHV program funds.

He explained that his position as President of the Arizona Off-Highway Vehicle Coalition is not paid and the organization is a non-profit. The organization owns equipment that is used when constructing projects and project funds are used to offset the cost of maintaining and operating the equipment. The organization donates hundreds of hours of labor as match for project funds.

Thomas McArthur identified himself as a multi-faceted recreationist. He is a hiker, mountain biker, kayaker, and dirt-biker.



Next the Group shared their priorities for recommending the applicants:

<u>APPLICANTS</u>	Savino	Rogers	Antle	French	Total
Rebecca Antle	2	2	(4)	1	9
Jack Hickman	3	3	1	3	10
Bill Nash	1	1	2	2	6
Thomas McArthur	4	4	3	4	15

Motions were made based on the priorities.

**Motion Rogers / Second Savino – unanimous:** I move to recommend the appointment of Bill Nash to the Off-Highway Vehicle Advisory Group (OHVAG) to fill one of the vacant organization affiliation positions to begin to serve immediately through December 31, 2014, and that this recommendation be forwarded to the State Parks Board for final approval at their June 23, 2011 meeting.

**Motion Savino / Second French – yea: Rogers, Savino, French / nea: none / abstain: Antle:** I move to request that the State Parks Board waive the two-term limit policy and recommend the appointment of Rebecca Antle to the OHVAG to continue serving in an organization affiliation position through December 31, 2014, and that this recommendation be forwarded to the State Parks Board for final approval at their June 23, 2011 meeting.

**Motion Rogers / Second Antle – unanimous:**  
(Recommended Alternate Motion, in the event the Parks Board does not approve to waive the two-term limit policy.)

I move to request that the State Parks Board waive the county residence distribution policy and recommend the appointment of Jack Hickman to the OHVAG to fill one of the vacant organization affiliation positions to begin to serve effective immediately through December 31, 2014, and that this recommendation be forwarded to the State Parks Board for final approval at their June 23, 2011 meeting.

**Motion Savino / Second Rogers – unanimous:**  
(Recommended Alternate Motion, in the event the Parks Board does not approve to waive the two-term limit policy or the county residence distribution policy.)

I move to recommend the appointment of Thomas McArthur to the OHVAG to fill one of the vacant organization affiliation positions to begin to serve effective immediately through December 31, 2014, and that this recommendation be forwarded to the State Parks Board for final approval at their June 23, 2011 meeting.

**D. CALL TO THE PUBLIC - NONE**

**E. ADJOURNMENT – Motion Rogers / Second French – unanimous at 11:15 am**

**OHVAG**  
**August 19, 2011**

**ACTION ITEM**  
**Agenda Item: C 3**

**Disclosure of Communications Outside of a Meeting.**

**Background**

Communications occurred between OHVAG members outside of a public meeting that should have taken place at an open meeting.

**Current Status**

Although no decisions were made, OHVAG wishes to ratify and make available to the public the communications in question. Attachments C3 A & C3 B detail those communications and will become a part of the minutes to this meeting along with any action taken.

## Email from John Savino

From: Doris A Pulsifer

Sent: Wed, Aug 10, 2011 at 2:27 pm

To: Robert Baldwin

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Begin forwarded message:**From:** [ShowLowJohn@aol.com](mailto:ShowLowJohn@aol.com)**Date:** July 26, 2011 1:51:00 PM GMT-07:00**To:** [dpulsifer@azstateparks.gov](mailto:dpulsifer@azstateparks.gov), [dml2102@cox.net](mailto:dml2102@cox.net), [hrogers54@frontiernet.net](mailto:hrogers54@frontiernet.net), [ppfeifer3@cox.net](mailto:ppfeifer3@cox.net), [drfrench@frontiernet.net](mailto:drfrench@frontiernet.net), [thomasmc@sedona.net](mailto:thomasmc@sedona.net), [bnash@ridenow.com](mailto:bnash@ridenow.com)**Cc:** [rbaldwin@azstateparks.gov](mailto:rbaldwin@azstateparks.gov), [tw@dkwlawyers.com](mailto:tw@dkwlawyers.com), [gursh1spud@aol.com](mailto:gursh1spud@aol.com), [nsimonetta@krbconsulting.com](mailto:nsimonetta@krbconsulting.com), [jpweiers@azleg.gov](mailto:jpweiers@azleg.gov)**Subject:** Re: Letter to Mr. Toby Johnson

Mrs. Pulsifer,

Thank you for pointing out to Mr. Johnson the time line for the Ambassador Program.

You were correct in pointing out that during the **May 21, 2010** meeting a motion raised by Hank Rogers and second by Bob Biegel was unanimously passed to approve the allocation of \$110k to BLM to administer the Ambassador program and another \$75k to be offered through grants to expand the Ambassador Program. As you also stated the Off-Highway Vehicle Advisory Group voted to continue this amount at its **May 20, 2011** meeting. The problem as we see it is that State Parks Executive Staff chose to ignore our recommendation and instead recommended awarding \$330,100 against our wishes. My question is why did you even come to us with the proposal in the first place when you knew that if you didn't like our decision you would push through your own recommendation anyway? I know that in Mr. Ziemann's presentation to the State Parks Board he had placed OHVAG's recommendation for not funding the \$330,100 on the following page. I don't feel that was fair. Another question I have for you is why didn't you or Mr. Ziemann come back to us to discuss the specific issues on your request instead of just passing it through? I have asked Mr. Ziemann on several occasions that if staff disagreed with us on a specific issue that he please contact us so we could discuss the issues in greater detail and hopefully come to an agreement prior to passing them onto the Board.. Obviously this hasn't happen. If you recall at our May 20, 2011 meeting the OHVAG members discussed the Ambassador Program request and decided that with the amounts being asked for it would be wise to table the discussion until the next meeting. One of our reasons being that we only received information about this request a few days prior to the meeting and had some confusion about the specifics of the request. As OHVAG does with all of our grant request and funding issues it takes an enormous amount of our time to review these request prior to our meeting. This is why OHVAG voted to extend the previous years amount of funding to the Ambassador Program until we could review your request. Why was it so important for Staff to push through this enormous amount of money for one program instead of granting our wish to take the time to review the request in greater detail? Why didn't Staff place the ten grant request that were approved by OHVAG on the SP Board June agenda? The State Parks Board is now asking me to have OHVAG re-visit these ten grant request, especially the 9th, and 10th rated grants belonging to the State Land Department for the Desert Wells area. As you will remember one of these grants was for \$858,100 and the other was for \$100,000. I have spent the past several weeks reviewing the State Land Department grants for the Desert Wells OHV area as well as all of the letters from the various OHV Groups that were listed as endorsing the grants later to find out that they are totally against these specific grant request. My question to you is why is the State Parks Board and Staff pushing this issue asking for our second review on these grants and then ignoring our decision on the Ambassador Program instead of asking for our second review of that request?

I would appreciate it if you could pass this onto all of the OHVAG members as well as Mr. Johnson.

Respectfully

John Savino

Chairman, Off-Highway Vehicle Advisory Group

---

In a message dated 7/26/2011 7:57:54 A.M. US Mountain Standard Time, [dpulsifer@azstateparks.gov](mailto:dpulsifer@azstateparks.gov) writes:

Copy to OHVAG:

Dear Mr. Johnson

On behalf of the State of Arizona and the State Parks Board, thank you for your email regarding and Off-Highway Vehicle (OHV) Program. I can assure you that the State Parks Board both values and prides the OHV program.

The Ambassador program was developed in 2007 to help land managers show more presence on their public land and promote a positive image for the OHV community. The program comports with A.R.S. 28-1176(E)(5) -- the OHV recreation fund shall be used for "... environmental education programs, information, signage, maps and responsible use programs ..." The Off-Highway Vehicle Advisory Group (OHVAG) unanimously approved the allocation of \$110K to BLM to administer the Ambassador program on May 21, 2010. The Parks Board accepted that recommendation. In May 2011, the OHVAG recommended that \$110K be used toward this program and the Parks Board adopted the staff recommendation to increase the amount to \$330K for this successful program.

Additionally, we estimate the OHV Recreation fund will accrue \$1.8M over the course of FY 2012 for OHV projects. We look forward to working with the OHV community to allocate these monies to best meet the needs of the community within the statutory limitations.

Please contact Jay Ziemann, Assistant Director of Arizona State Parks at [jziemann@azstateparks.gov](mailto:jziemann@azstateparks.gov) or 602-542-4174 if you have additional questions.

-----  
Renée E. Bahl, Executive Director  
Arizona State Parks  
1300 West Washington Street  
Phoenix, Arizona 85007  
phone: 602-542-4174  
fax: 602-542-4188  
[rbahl@azstateparks.gov](mailto:rbahl@azstateparks.gov)

---

**-From:** Karen Fann [<mailto:KFann@azleg.gov>]

**-Sent:** Friday, July 22, 2011 6:45 AM

**To:** Johnson, Toby

**Cc:** [spierce@azleg.gov](mailto:spierce@azleg.gov)

**Subject:** Re:

Dear Mr. Johnson, thank you for writing. I am forwarding your email to Ms. Baier and Ms. Bahl to get their comments and input on this matter. Warmest regards, rep. Karen Fann

Sent from my iPad

On Jul 21, 2011, at 10:35 PM, "Johnson, Toby" <[Toby.Johnson@terex.com](mailto:Toby.Johnson@terex.com)> wrote:

Dear Rep Pierce & Rep Fann:

The Arizona State Parks Director and the State Parks Board, have decided to ignore their own off highway vehicle advisory board and use monies from both the OHV sticker fund and OHV gas taxes, for purposes only they can determine it was intended for.

Ten percent of the state park service budget now comes from OHV taxes but they don't allow such vehicles to be used in state parks. Further, they don't seem to like motorized recreation or understand the needs of people who do enjoy this activity. The Parks Department is now using the state's Ambassador Program to funnel OHV monies to groups with self-styled environmental agendas. This is to control how OHV dollars will be spent and control how "responsible off-road vehicle use" is promoted.

As a registered Arizona voter and an avid Off-Highway Vehicle enthusiast, I would ask that you and the legislature take action to move the Off-Highway Vehicle Advisory Group along with the responsibility for managing the state's OHV sticker funds and OHV gas tax funds to another State Agency. I hope you would look for an agency more willing to work with, not against, the OHV Community.

You need only to count the OHVs registered in the state to see what a large voting block we constitute.

Also, our trail systems, and what is perceived to be OHV-friendly regulations, bring countless riders to our state. Let's not lose that. We will be grateful for your direct action to fix the current situation.

Below is some information about how our funds are being improperly managed.

From 1989 to 1996 the Off-Highway Vehicle Advisory Group was appointed by the Governor. In 1996 Senate Bill 1271 transferred the duties over to State Parks and SP established the OHVAG as an advisory committee to the Board of Directors. For the most part up until about 2003 things were moving along without many problems. Here is a timeline of what transpired after that:

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**\*The OHV allocated portion of the State Gas tax (.055% of all gas tax funds received by the State) has been going to the Arizona State Parks operating budget since the year 2003. This is some of the funds that the OHV Community is supposed to be getting to help develop trails and educate the OHV public.**

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For the first two years the ambassador pilot program the State Parks staff that was dedicated to OHV issues consisted of four full time staff members. All seemed to be moving along without many problems.

**2007** - Things seemed to drastically change. State Parks hired a new Executive Director, Renee Buhal, This new director came from San Diego, Calif. **(A not so OHV friendly part of our country).**

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**2009** - The Arizona State Senate passes SB-1167, formally known as the State Sticker or Decal Program. The way this program works and how the funds are distributed are as follows:

100% of all OHV dollars generated by the State Sticker program goes into a State OHV Recreation Fund that is managed by the State Treasure.

30% is automatically taken off of the top and used for various State projects.

70% is distributed as follows: 60% State Parks OHV Program. 35% Game & Fish and 5% to the State Land Department.

Out of the 60% that is allocated to State Parks there is 12% automatically taken out for State Parks operating expenses. The remainder of the 60% is then allowed to be used for OHV projects around the State. Even with all these additional funds being made available to State Parks we have seen the staff dedicated to OHV issues reduced from four down to just one.

At the same time we have witnessed the Staff generated "**Ambassador Program**" grow from subsidizing BLM \$35,000 per year to \$110,000 per year. "All of this was done without any consent of the Off-Highway Vehicle Advisory Group"

**May 20, 2011** - At the quarterly OHVAG meeting State Parks presented our group with a proposal to raise the amount being spent on the Ambassador Program to \$330,100 per year. \$163,800 was to fund the Bureau of Land Management (BLM) administration and operation of the OHV Ambassador program

for FY 2012. In addition to this another \$166,300 from the OHV Recreation Fund was requested for grants, agreements and State Parks projects to expand the OHV Ambassador program.

Two of the expansion grants are designated to go to the Community Forest Trust out of Prescott and the Coconino Rural Environment Corps out of the Flagstaff area. **(Mind you that when the Ambassador Program expansion was established it is stated that these groups shall be OHV orientated organizations).** Neither one of these groups are affiliated with an OHV organization

OHVAG felt that the concept of the Ambassador program is a good concept if run properly but didn't feel that this amount should be spent in this manner.

**June 23, 2011** - State Parks ignored our vote and position on this subject and recommended to the State Parks Board to grant the entire \$330,100 of our OHV dollars to the Ambassador Program. The Board passed it 6-0 in favor of Staff recommendation. Along with these issues there were several other issues that the State Parks Board sided with the SP Staffs recommendation.

It actually stands to reason when you think about it. The State Parks Board is made up of seven members. Two are from the Cattlemen's association. One although is considered a member at large is the State Liquor Board Commissioner, One is a Commissioner of the State Land Department, the Chairman is a Criminal Defense Attorney from Phoenix, another is a Businessman from Phoenix and the other is a State Parks recreation advisor. As you can see for yourself not a single Board member represents the OHV Community yet over 10% of their entire operating budget comes from the OHV Community. As you can see millions of OHV dollars have been going to no OHV related funds and what exactly is the OHV Community getting in return?

It has become very evident to me that State Parks, Executive staff, general Staff as well as the State Parks Board views the Off-Highway Vehicle Advisory Group as well as the OHV Community as insignificant and will continue to do as they please with OHV funds.

I feel that it is time to move on and am asking all of the OHV enthusiasts in the State of Arizona to send letters to your State Senators, Representatives as well as the Governor and newspapers. Forward this onto all of your OHV friends you know of that will support us in our effort. (Remember we don't want to see Arizona OHV riding opportunities fade away like they have in California, where the State Parks Director came from). Tell them that their Sticker Fund monies are being controlled by a State agency that views the OHV Community as non-existent and in most cases doesn't even let off-highway vehicles ride in their parks. Yet over 10% of their entire operating budget comes from the OHV Community. Tell them that it is our desire to move the OHV Sticker funds along with the States OHV gas tax funds to another State agency that wants us.

Toby Johnson  
Regional Field Service Rep.  
Terex Corporation

M: (480) 747-4363  
F: (425) 882-8363

Genie Industries  
18465 NE 68th Street

Redmond, WA. 98052

[www.genieindustries.com](http://www.genieindustries.com)

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email from Pete Pfeifer

From: Doris A Pulsifer  
Sent: Wed, Aug 10, 2011 at 2:26 pm  
To: Robert Baldwin

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Begin forwarded message:

**From:** "Pete Pfeifer" <[ppfeifer3@cox.net](mailto:ppfeifer3@cox.net)>  
**Date:** July 31, 2011 10:44:30 AM GMT-07:00  
**To:** "Doris A Pulsifer" <[dpulsifer@azstateparks.gov](mailto:dpulsifer@azstateparks.gov)>, <[d1m2102@cox.net](mailto:d1m2102@cox.net)>, "Hank Rogers" <[hrogers54@frontiernet.net](mailto:hrogers54@frontiernet.net)>, <[drfrench@frontiernet.net](mailto:drfrench@frontiernet.net)>, <[thomasmc@sedona.net](mailto:thomasmc@sedona.net)>, <[bnash@ridenow.com](mailto:bnash@ridenow.com)>, "Nicholas Haris" <[nickharis@gmail.com](mailto:nickharis@gmail.com)>  
**Cc:** "Renee E Bahl" <[rbahl@azstateparks.gov](mailto:rbahl@azstateparks.gov)>, "Jay Ziemann" <[ziemann@azstateparks.gov](mailto:ziemann@azstateparks.gov)>, "Robert Baldwin" <[rbaldwin@azstateparks.gov](mailto:rbaldwin@azstateparks.gov)>, "Tracey Westerhausen" <[tw@dkwlawyers.com](mailto:tw@dkwlawyers.com)>, <[showlowjohn@aol.com](mailto:showlowjohn@aol.com)>, "Joy Hernbrode" <[joy.hernbrode@azag.gov](mailto:joy.hernbrode@azag.gov)>  
**Subject: RE: Letter to Mr. Toby Johnson**

Mrs. Pulsifer,

Thanks for your responses to Mr. Johnson and Mr. Savino's letters. I'm not sure if one of John's questions was ever answered and it's an important one, "why didn't you or Mr. Ziemann come back to us to discuss the specific issues on your request instead of just passing it through?"

It's an important question because it gets to the heart of the matter, if OHVAG recommendations are valued why are they ignored? The OHVAG asked Mr. Ziemann specifically if there was a disagreement within State Parks with one of our recommendations can we be notified of it so we can discuss it further. Mr. Ziemann agree to do just that but in it never happened.

Another issue of concern for me is the Desert Wells OHV area which has turned into another example of communication break down between parties. OHVAG reviewed the project from the standpoint of "is it a viable OHV recreation area?" and found no support for it among user groups. During this research we also found letters of support that were, well, suspect. OHVAG decided from the standpoint of a "OHV recreation area" it wasn't worth investing \$858,100 into.

I'm not sure why we are being asked to revisit this project. OHVAG's recommendation, if I remember correctly, was to close the area and mitigate any potential damaged cause by OHV's. Why are we being asked to take a second look at this?

Respectfully,

Pete Pfeifer  
ASP Off Highway Vehicle Advisory Group Member

---

**From:** Doris A Pulsifer [<mailto:dpulsifer@azstateparks.gov>]  
**Sent:** Friday, July 29, 2011 11:38 AM  
**To:** [d1m2102@cox.net](mailto:d1m2102@cox.net); Hank Rogers; [ppfeifer3@cox.net](mailto:ppfeifer3@cox.net); [drfrench@frontiernet.net](mailto:drfrench@frontiernet.net); [thomasmc@sedona.net](mailto:thomasmc@sedona.net); [bnash@ridenow.com](mailto:bnash@ridenow.com)  
**Cc:** Renee E Bahl; Jay Ziemann; Robert Baldwin; Tracey Westerhausen; [showlowjohn@aol.com](mailto:showlowjohn@aol.com); Joy Hernbrode  
**Subject:** Fwd: Letter to Mr. Toby Johnson

OHVAG Members:

The email below is being forwarded to you at the request of OHVAG Chairman, John Savino.

This email was also forwarded to Mr. Toby Johnson, per Mr. Savino's request.

Should you have any questions, please feel free to contact me at 620/542-7127 or my email [dpulsifer@azstateparks.gov](mailto:dpulsifer@azstateparks.gov).

Sincerely,  
Doris Pulsifer  
Chief of Resources & Public Programs

Begin forwarded message:

**From:** [ShowLowJohn@aol.com](mailto:ShowLowJohn@aol.com)  
**Date:** July 26, 2011 1:51:00 PM GMT-07:00  
**To:** [dpulsifer@azstateparks.gov](mailto:dpulsifer@azstateparks.gov), [d1m2102@cox.net](mailto:d1m2102@cox.net), [hrogers54@frontiernet.net](mailto:hrogers54@frontiernet.net), [ppfeifer3@cox.net](mailto:ppfeifer3@cox.net), [drfrench@frontiernet.net](mailto:drfrench@frontiernet.net), [thomasmc@sedona.net](mailto:thomasmc@sedona.net), [bnash@ridenow.com](mailto:bnash@ridenow.com)  
**Cc:** [rbaldwin@azstateparks.gov](mailto:rbaldwin@azstateparks.gov), [tw@dkwlawyers.com](mailto:tw@dkwlawyers.com), [gursh1spud@aol.com](mailto:gursh1spud@aol.com), [nsimonetta@krbconsulting.com](mailto:nsimonetta@krbconsulting.com), [ipweiers@azleg.gov](mailto:ipweiers@azleg.gov)

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-----  
Renée E. Bahl, Executive Director

Arizona State Parks  
1300 West Washington Street  
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phone: 602-542-4174  
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**-Sent:** Friday, July 22, 2011 6:45 AM  
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100% of all OHV dollars generated by the State Sticker program goes into a State OHV Recreation Fund that is managed by the State Treasure.

30% is automatically taken off of the top and used for various State projects.

70% is distributed as follows: 60% State Parks OHV Program. 35% Game & Fish and 5% to the State Land Department.

Out of the 60% that is allocated to State Parks there is 12% automatically taken out for State Parks operating expenses. The remainder of the 60% is then allowed to be used for OHV projects around the State. Even with all these additional funds being made available to State Parks we have seen the staff dedicated to OHV issues reduced from four down to just one.

At the same time we have witnessed the Staff generated "**Ambassador Program**" grow from subsidizing BLM \$35,000 per year to \$110,000 per year. "All of this was done without any consent of the Off-Highway Vehicle Advisory Group"

**May 20, 2011** - At the quarterly OHVAG meeting State Parks presented our group with a proposal to raise the amount being spent on the Ambassador Program to \$330,100 per year. \$163,800 was to fund the Bureau of Land Management (BLM) administration and operation of the OHV Ambassador program for FY 2012. In addition to this another \$166,300 from the OHV Recreation Fund was requested for grants, agreements and State Parks projects to expand the OHV Ambassador program.

Two of the expansion grants are designated to go to the Community Forest Trust out of Prescott and the Coconino Rural Environment Corps out of the Flagstaff area. **(Mind you that when the Ambassador Program expansion was established it is stated that these groups shall be OHV orientated organizations).** Neither one of these groups are affiliated with an OHV organization

OHVAG felt that the concept of the Ambassador program is a good concept if run properly but didn't feel that this amount should be spent in this manner.

**June 23, 2011** - State Parks ignored our vote and position on this subject and recommended to the State Parks Board to grant the entire \$330,100 of our OHV dollars to the Ambassador Program. The Board passed it 6-0 in favor of Staff recommendation. Along with these issues there were several other issues that the State Parks Board sided with the SP Staffs recommendation.

It actually stands to reason when you think about it. The State Parks Board is made up of seven members. Two are from the Cattlemen's association. One although is considered a member at large is the State Liquor Board Commissioner, One is a Commissioner of the State Land Department, the Chairman is a Criminal Defense Attorney from Phoenix, another is a Businessman from Phoenix and the other is a State Parks recreation advisor. As you can see for yourself not a single Board member represents the OHV Community yet over 10% of their entire operating budget comes from the OHV Community. As you can see millions of OHV dollars have been going to no OHV related funds and what exactly is the OHV Community getting in return?

It has become very evident to me that State Parks, Executive staff, general Staff as well as the State Parks Board views the Off-Highway Vehicle Advisory Group as well as the OHV Community as insignificant and will continue to do as they please with OHV funds.

I feel that it is time to move on and am asking all of the OHV enthusiasts in the State of Arizona to send letters to your State Senators, Representatives as well as the Governor and newspapers. Forward this onto all of your OHV friends you know of that will support us in our effort. (Remember we don't want to see Arizona OHV riding opportunities fade away like they have in California, where the State Parks Director came from). Tell them that their Sticker Fund monies are being controlled by a State agency that views the OHV Community as non existent and in most cases doesn't even let off-highway vehicles ride in their parks. Yet over 10% of their entire operating budget comes from the OHV Community. Tell them that it is our desire to move the OHV Sticker funds along with the States OHV gas tax funds to another State agency that wants us.

Toby Johnson  
Regional Field Service Rep.  
Terex Corporation

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**OHVAG**

**August 19, 2011**

**ACTION ITEM**

**Agenda Item: C 4**

**Roles and Statutory Responsibilities of the OHVAG.**

**Background**

State Parks Counsel will review the statutory and policy responsibilities of OHVAG and the protocols for working with staff and the Parks Board.

Counsel has provided Attachment C4A.

## 1 **OHVAG Roles and Responsibilities**

Joy L. Hernbrode  
Assistant Attorney General

## 2 **Statutory History of OHVAG**

- Established in statute in 1989. This legislation:
  - Created a the OHV Recreation Fund ("OHV Fund") which was funded with a percentage of state license fuel taxes
  - Required the development of a statewide OHV Recreation Plan
  - Established the governor-appointed, seven member OHVAG.
- In April 1996, Governor Symington repealed several state councils and boards, including OHVAG.
- The Arizona State Park Board ("ASPB") created OHVAG as an advisory committee to ASPB in May 1996 and appointed the people who had been on the statutory board.

## 3 **OHVAG Membership Requirements**

The State Parks Board established OHVAG with the following makeup and responsibilities:

- OHVAG shall advise the Board on the development and implementation of the Arizona Highway Vehicle Recreation Plan and Program
- Made up of 7 members
- Appointed for a maximum of two consecutive three-year terms
- Five of the seven members must be affiliated with an OHV organization or group
- One seat must represent casual OHV recreationists or the general public
- One seat must represent a sportsperson's group (defined as a member of an organization representing hunting, fishing, or similar sportsperson outdoor activities).
- Members must be Arizona residents, and no more than two OHVAG members may reside in the same county.

## 4 **Grant Funding Sources**

- Fuel tax
  - After Governor Mofford created the OHV program in 1989, she signed additional legislation in June 1991 that set the percentage of annual state motor-fuel tax revenues transferred to the OHV fund at 0.55 percent.
- RTP Funds
  - RTP is a yearly allocation from the Federal Highway Administration (FHWA) via the Arizona Department of Transportation. The funding supports both motorized and non-motorized trails projects through a competitive grant award process based on the needs and priorities identified in each state.

## 5 **Grant Funding Sources Continued**

- Sticker Fund
  - In June 2008, Governor Napolitano signed Senate Bill 1167 which required an annual purchase of an Off-Highway Vehicle Decal for the operation of any ATV or OHV in Arizona.

## 6 **OHV Fund**

- Sticker and Fuel Tax money is combined in the OHV fund
- The fund is allocated as follows:
  - The Arizona Game and Fish Department receives 35% of the OHV Fund monies for "informational and educational programs related to safety, the environment and

responsible use with respect to off-highway vehicle recreation and law enforcement activities..."

- The Arizona State Land Department receives 5% of the OHV Fund monies to "allow occupants of off-highway vehicles with use indicia to cross state trust land on existing roads, trails and designated routes."
- The Arizona State Parks Board receives 60% of the OHV Fund monies of which no more than 12 percent can be used to fund "staff support to plan and administer the off-highway vehicle recreation fund." The remaining money can be spent to establish and support an off-highway vehicle program, such as informational and educational programs; mitigation of damages to lands; clearance or compliance activities; enforcement; and designation, construction, maintenance, renovation, repair or connection of off-highway vehicle trails

#### 7 **Responsibilities of Partner Agencies**

- The Arizona State Land Department ("ASLD") manages approximately 8 million acres spread throughout Arizona. Contrary to most people's assumptions, State Trust Land is not "public land" in the same sense that BLM and Forest Service land is public land. The Arizona Enabling Act and the Arizona Constitution require that State Trust Land be managed and used for a single purpose, to generate revenue for the beneficiaries of the trust. ASLD is prohibited from allowing "free" use of its lands, it must be compensated for any use. This is why the recent OHV legislation pays a percentage to ASLD to allow OHV users to cross State Trust Land. ASLD may also apply for OHV grants.
- The Arizona Game and Fish Department ("AZGFD") is the agency primarily responsible for OHV law enforcement in Arizona. AZGFD is charged with managing Arizona's wildlife, which includes activities that assist hunters and fishermen. These activities include education and training programs for OHV users. AZGFD may also apply for OHV grants.

#### 8 **Partner Agencies Continued**

- ASPB, as part of its responsibilities for outdoor recreation and planning in Arizona, provides educational and informational services relating to OHV use in Arizona, as well as providing staff support for OHVAG and the various grant programs
- ASPB may use the OHV Fund money in several ways:
  - To fund competitive grants
  - Through agreements with other governmental entities
  - On non-administrative OHV projects
  - Administration (limited)

#### 9 **Whose Money is it Anyway?**

- Arizona Legislature determines how money is spent, absent protective legislation (voter protected, etc).
- Agencies make requests, but the Legislature and the Governor determine what money can be spent where.
- If money is allocated to OHV Fund, by statute AORCC makes recommendation to Parks Board and Parks Board makes final decision.
- The money belongs to all Arizonans, to be spent in the way the statutes dictate.
- 

#### 10 **How can OHV grant money be spent?**

- OHV Fund monies and RTP fund money must be spent in compliance with the statutes.



- For OHV Fund money, the statutes require that a preference be given to projects that involve mitigation or that meet a large number of the statutory purposes for the fund.
- After the preference is calculated, money must be spent according to the priorities outlined in the Trails Plan.
  - First level priority: protect access to trails/acquire land for public access; maintain and renovate existing trails and routes; mitigate and restore damage to areas surrounding trails, routes and areas; and establish and designate motorized trails, routes and areas.
  - Second level priority: increase on-the-ground management presence and law enforcement; provide and install trail/route signs; provide maps and trail/route information; and provide educational programs.
  - Third level priority: develop support facilities; promote coordinated volunteerism; and promote comprehensive planning and interagency coordination.
- If projects are awarded out of priority, clear reasons why must be articulated by OHVAG and ASPB

#### 11 **Board Member Roles and Responsibilities**

- Comply with the law (don't make Joy beat her head against the table)
- Create a respectful environment for visitors, partners and applicants (don't be the next YouTube sensation)
- Be impartial and make fair, well-reasoned decisions (justifiable, in compliance with law, based on relevant criteria)
- Represent all Arizona citizens (wear the correct hat)
- Remember that other people may have equally strong, differing opinions and that is ok (don't take it personally)

#### 12 **Roles and Responsibilities Unique to OHVAG**

- Advise Parks Board on the development and implementation of the Arizona Off-Highway Vehicle Plan and Program, including:
  - Advise Parks Board on RTP grants
  - Advise Parks Board on OHV Grants
  - Advise Parks Board on OHV Plan
  - Advise Parks Board on OHV policy issues

#### 13 **So how does it all work?**

- Like OHVAG, staff has responsibility to advise Parks Board on potential actions
- Because staff has different focus and background, staff's recommendation may differ from that of OHVAG
- Staff is not obligated to agree with OHVAG's recommendation, but must inform the Parks Board when the recommendations differ
- Parks Board often wants to know why the two recommendations differ. Having an OHVAG member at the Board meeting, or making OHVAG's reasoning clear in the motion can help

**OHVAG**

**August 19, 2011**

**ACTION ITEM**

**Agenda Item: C 5**

**Reconsider Funding Recommendations from May 20, 2011 OHVAG Meeting  
for High Priority Sticker Fund Project Selection Program Projects**

**Background**

On June 16, 2010 the State Parks Board approved the use of OHV Recreation Fund revenue to be made available as it accrues and priority projects are reviewed and recommended. OHVAG reviewed ten projects at their May 20, 2011 meeting and recommended funding for seven of the projects. The Parks Board Chair has asked OHVAG to reconsider its actions on the Sticker Fund recommendations for funding, which it originally considered on May 20, 2011.

**Current Status**

Ten (10) project applications were received by the April 22<sup>nd</sup> deadline (**See Attachment C5 A**). Each application included a description of the proposed work, a request for a specific amount of funds to complete the work, a map of the project area, pictures of areas to be improved or facilities to be constructed, and a letter or letters from user groups supporting the project.

On April 27, 2011 the submitted applications and the project selection priority considerations for the program were mailed to all OHVAG members for independent review. At the May 20, 2011 OHVAG received presentations from the project sponsors and prioritized the projects based on the presentations and their review of the applications. **Attachment C5 A** shows how the projects were prioritized. The "Priority" number represents the total of the order of priority for each OHVAG member with one point for highest priority, two points for second highest priority, etc. Therefore, the highest priority project would have the lowest point total.

**Attachments C5 B** is taken from the Arizona Trails 2010: Statewide Motorized and Non-Motorized Trails Plan and describes the issues and suggested actions relative to each priority recommendation. A comprehensive analysis of the use of OHV funds from A.R.S. §28-1176 is also provided in the State Trail Plan.

Because the meeting extended past the time that the meeting facility was available, OHVAG was not able to discuss funding for each project individually. They simply recommended that the top seven rated projects be funded at the amount requested and from the fund suggested in Attachment C5 A.

All of the projects considered at the May 20, 2011 meeting were eligible for funding as determined by statute and the State Trails Plan as reflected in the grant application manual. The State Land Department projects are eligible for both state OHV Recreation Fund money and federal Recreational Trails Program funds and NEPA compliance would be necessary to receive RTP funds. The AZ Game and Fish Department project would not be eligible for federal Recreational Trails Program funds because it is primarily a law enforcement project.

When funds are not available to fund all projects, the priority rating should be considered first and the highest rated projects funded first. The proposed expenditures for a project should also be reviewed to determine if those amounts

are sufficient to complete the project and not exorbitant relative to the benefits received from the project.

Following are the balances of motorized trails funds currently available.

2011 OHV Recreation Fund                      \$695,577

Recreational Trails Program                      \$840,366            (includes est. 2011 funds)

**Possible OHVAG Recommendations Upon Reconsideration**

1. OHVAG may choose to recommend funding for any of these projects at the requested amount from any combination of funding sources.
2. OHVAG may choose to recommend funding for any of these projects at a different amount from any combination of funding sources.
3. OHVAG may make another recommendation that includes modifications to the proposed project.
4. OHVAG may choose to take no new action on any of the projects and a motion is not necessary.

**OHVAG Recommendation for OHV Recreation Fund Only**

I move to recommend that the high priority project titled \_\_\_\_\_  
submitted by \_\_\_\_\_,  
receive \$ \_\_\_\_\_ from the Off-Highway Vehicle Recreation Fund, and  
encourage the Executive Director or designee to sign the appropriate agreement.

**OHVAG Recommendation for Combined Funding**

I move to recommend that the high priority project titled \_\_\_\_\_  
submitted by \_\_\_\_\_,  
receive \$ \_\_\_\_\_ from the Off-Highway Vehicle Recreation Fund  
and \$ \_\_\_\_\_ from the Recreational Trails Program (Motorized Portion), and  
encourage the Executive Director or designee to sign the appropriate agreement.

**OHVAG Recommendation for Changes to the Proposed Project and Funding Amount or Source**

I move to recommend that the high priority project titled \_\_\_\_\_  
submitted by \_\_\_\_\_,

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STICKER FUND PROJECT REQUESTS 5/20/11									
PRIORITY	PROJ #	PROJECT SPONSOR	PROJECT TITLE	PROJECT DESCRIPTION	PROJECT LOCATION	REQ OHV FUNDS	REQ RTP FUNDS	SPONSOR FUNDS	TOTAL PROJ COST
9	J	Town of Wickenburg	Downtown Trailhead	Create parking for 20 truck/trailers, provide restrooms, safety lighting, picnic table/water, educational signage	Wickenburg	\$100,000	\$0	\$0	\$100,000
16	H	Flagstaff RD	Cinder Hills OHV Area Access Road / Improvements	Realign, reconstruct, renovate 5.9 miles of FR 776 access road to Cinder Hill OHV Area, install 3-panel kiosk	Cinder Hills OHV Area	\$18,000	\$275,000	\$52,500	\$345,500
23	F	Coconino NF	Coconino NF Kiosks	Construct OHV information kiosks at 8 key locations	Flagstaff & Mogollon Rim Ranger Districts	\$6,500	\$116,800	\$5,140	\$128,440
25	D	Game & Fish Dept	OHV Safety Video	Develop and produce 30 minute OHV safe use video, print 10,000 DVDs, provide 1000 SWA4RS brochures	Statewide	\$136,680	\$0	\$14,300	\$150,980
32	E	Coconino County Sheriff's Office	OHV Law Enforcement Equipment	Purchase 2 side-by-side UTVs and equip them for law enforcement purposes, purchase 2 trailers	Coconino County	\$52,000	\$0	\$0	\$52,000
38	G	Coconino NF	Coconino NF TMR Signing	Install 5000 vertical route markers at 2800+ intersections on the Coconino NF	Coconino NF	\$6,000	\$103,573	\$5,175	\$114,748
38	I	Kaibab NF	Kaibab NF TMR Signing	Install 3800 verticle route markers at 3568 intersections on the Kaibab NF	North Kaibab RD	\$6,000	\$84,000	\$5,745	\$95,745
39	C	Game & Fish Dept	OHV Law Enforcement Equipment	Purchase 10 side-by-side UTVs and equip them for law enforcemdnt purposes, purchase 2 ATV for use in safety training	Statewide	\$173,850	\$0	\$9,150	\$183,000
54	A	State Land Dept	Access A-Ingress,Egress & Staging Area	Grade & gravel .4 mi access road and staging area, treat with dust suppressant, cultural survey for area	Desert Well OHV Area, SW corner junction US 60 & State 79	\$100,000	\$0	\$0	\$100,000
56	B	State Land Dept	Access A-Revegetation & Signage	Revegetate 425 acres and install protective signs	Desert Well OHV Area, SW corner junction US 60 & State 79	\$858,000	\$0	\$0	\$858,000
					Amounts Awarded 5/20/11	\$325,180	\$579,373	\$82,860	\$987,413

**BASED ON MOTORIZED PRIORITIES FROM THE 2010 TRAILS PLAN**

[illegible]

\*OHVAG Priorities: The OHVAG identified and approved the following two priorities among the First, Second and Third Level Priority Components for Cycle X-XXXX(number and year). Extra points will be awarded to projects that provide for either of the following:  
Example:  
1. Maintain & Renovate Existing Trails  
2. Develop Support Facilities

### Motorized Trail Priority Recommendations — Issues and Actions

This section presents priority recommendations for motorized trail uses and the issues that support the need for implementation of the recommendations provided. Priority recommendations are based on the Survey Data (Random Household, Involved Users, Interested User, and Land Manager surveys), and Trails Plan Workshops conducted for the *Trails 2010 Plan*, and on the professional experience of Arizona State Parks staff. Recommendations within each level all have equal weight. Arizona State Parks acknowledges that all eleven recommendations are important for effective management of OHV use, are inter-related, and most incorporate specific actions for the protection of Arizona's natural and cultural resources.

This section also cites the legislative references that mandate Arizona State Parks to prepare the statewide OHV and Trails Plan and make recommendations to agencies and the private sector regarding expenditures from the OHV Recreation Fund.

#### Legislative Mandate to Prepare Statewide Off-Highway Vehicle Plan

Arizona legislation A.R.S. § 41-511.04 directs the Arizona State Parks Board to “*maintain a statewide off-highway vehicle recreation plan. The plan shall be updated at least once every five years and shall be used by all participating agencies to guide distribution and expenditure of monies under 28-1176. The plan shall be open to public input and shall include the priority recommendations for allocating available monies in the Off-Highway Vehicle Recreation Fund established by Section 28-1176.*”

**Table 29. Motorized Recreation Recommendations**

<b>First Level Priority Motorized Recommendations</b>
Protect Access to Trails/Acquire Land for Public Access
Maintain and Renovate Existing Trails and Routes
Mitigate and Restore Damage to Areas Surrounding Trails, Routes and Areas
Establish and Designate Motorized Trails, Routes and Areas
<b>Second Level Priority Motorized Recommendations</b>
Increase On-the-Ground Management Presence and Law Enforcement
Provide and Install Trail/Route Signs
Provide Maps and Trail/Route Information
Provide Educational Programs
<b>Third Level Priority Motorized Recommendations</b>
Develop Support Facilities
Promote Coordinated Volunteerism
Promote Comprehensive Planning and Interagency Coordination

10/20/09

Arizona Trails 2010—Motorized Trail Recreation

The recommendations for motorized trail use are used by all participating agencies to guide distribution of funds administered by Arizona State Parks from the OHV Recreation Fund and the Federal Recreational Trails Program until the next plan is published. These recommendations also serve as an overall direction for Arizona State Parks, land managers, and OHV users in their efforts to improve the State of Arizona's motorized trail opportunities.

### **First Level Priority Recommendations for Motorized Trail Use**

#### **Protect Access to Trails/Acquire Land for Public Access**

**Issue:** Access refers to the ability of the user to get to the trailhead or area where recreational opportunities exist. Protecting access to unauthorized or "illegal" routes is not considered part of this issue; state and federal agencies will evaluate unauthorized routes as part of their designation process. Access is being diminished due to land agency closure of trails; air quality ordinances; urban development limiting trail access or use; private landowners closing access roads citing destruction of property, littering, and disrespectful behavior; and variation in rules and trail designations that cross private, public and state lands. Closure of designated trails and routes without providing other designated routes in the same area leads to overuse and impacts in new areas. Access is also an issue of trail/route connectivity between jurisdictions, especially regarding the use of trails and roads on Arizona State Trust lands to access adjacent federal lands. Protecting access is the highest priority for the motorized trail user.

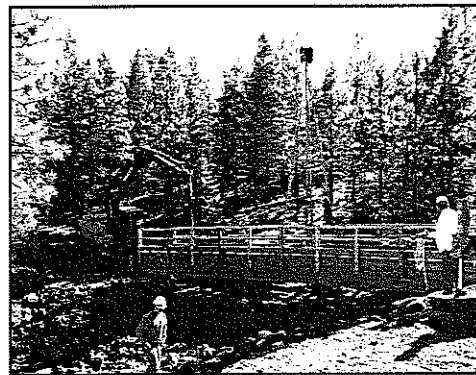
#### **Actions:**

- Implement more comprehensive planning with projections into the future to identify unprotected access points for designated trails and routes, and acquire land for existing and proposed trails and trail access, easements, and right-of-ways.
- Permanently secure access to designated trails, routes, trailheads, and across private and State Trust lands.
- Consider increased trail access and parking areas near urbanized areas.
- Coordinate with private landowners on trail issues and solutions.
- Work with land management and law enforcement agencies to provide consistent trail signage and enforcement of laws and regulations across jurisdictions.
- Treat staging areas and high use unpaved roads for dust mitigation in areas of concern.
- When considering closing a route, first research the feasibility of redesigning the trail to correct design flaws or protect resources; plan for increased use on adjacent trails.

#### **Maintain and Renovate Existing Trails and Routes**

**Issue:** Many motorized trails and routes are perceived as eroded or poorly aligned, and a top motorized trail priority is to keep existing trails in good condition. Trails are eroded due to natural causes, overuse, improper design or lack of regular maintenance. Often badly eroded or aligned trails cause users to create unauthorized alternate routes.

Land agencies are currently in the process of officially designating trails and routes that are appropriate for recreational motorized use; these "designated" trails and



*Photo: Saffel Canyon OHV Trail renovation grant project (ATV bridge to keep vehicles out of wash) funded by the Recreational Trails Program (Motorized Portion). Photo courtesy of Hank Rogers.*

10/20/09

Arizona Trails 2010—Motorized Trail Recreation

routes will need to be renovated and maintained. Renovation of a trail provides opportunity to address and/or mitigate any resource impacts caused by trail use. Trash and litter was identified as one of the public's biggest concerns. Also, with increased OHV use, open mine shafts are an ongoing public safety issue.

**Actions:**

- Identify and take action on reconstruction and maintenance needs of designated motorized trails and routes.
- Incorporate sustainable trail design when realigning, renovating or maintaining trails.
- Provide education about the litter problem (Pack it in—Pack it out); provide trash bags other litter control means; partner with volunteer groups such as OHV clubs and organizations-Keep Arizona Beautiful
- Identify open mine shafts on, and surrounding, motorized routes and implement proper safety precautions such as signage, fencing and permanent closure of shafts. Coordinate with wildlife officials when considering mine shaft closures.
- Develop programs, including use of volunteers, to provide routine upkeep of designated trails and routes.
- Consider resource protection needs during any trail renovation.

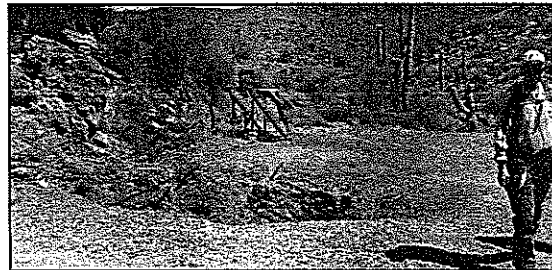


Photo: Open mine shafts can be a real danger to OHV users; many mine shafts are unfenced and unsigned. These old routes were created by miners and were never intended for recreational use. Caution is urged when traveling in the back country.

**Mitigate and Restore Damage to Areas Surrounding Trails, Routes, and Areas**

**Issue:** Arizona is experiencing a rapid increase of OHV users, many new to the activity and to Arizona's unique environments. A number of motorized users simply don't understand and/or have a lack of appropriate trail ethics. Cross-county travel occurs and unauthorized trails are created which adversely affect wildlife habitat, watersheds, cultural resources, grazing and other multiple-use activities. Managers perceive damage to vegetation and soil erosion along motorized routes as serious problems. In addition, portions of the state are out of air quality compliance for particulate matter (PM-10/dust) and OHVs contribute to the issue.

Protection of Arizona's natural and cultural resources is important to both the public and land managers. Mitigating and restoring damage to the environment surrounding trails and routes is a high priority issue for trail users and land managers, based on 2008 survey results (funding and management priorities, environmental and social concerns). Mitigation includes trail and area closures, signage, fencing and other barriers, restoration of the land, revegetation, treatment for the spread of invasive species, dust mitigation, prevention of impacts to wildlife and their habitats, and protection of water quality.

Mitigation and restoration actions address environmental impacts after they occur; prevention and protection actions address impacts before they occur. Several of the other priority recommendations, such as Establish/Designate Trails, Maintain/Renovate Trails, Increase on the ground Management Presence/Law Enforcement, Signage, Education, and Promote Comprehensive Planning, address protecting natural and cultural resources before damage occurs.



10/20/09

Arizona Trails 2010—Motorized Trail Recreation

**Actions:**

- Rectify or reduce existing damage caused by off-highway vehicles, to natural (vegetation, wildlife, water, soils) or cultural (prehistoric, historic, archaeological) resources or the environment surrounding OHV trails and areas. This may include land restoration, revegetation, invasive species treatment, long-term rehabilitation, barriers, route realignments, or closures.
- Mitigation should be part of any trail or route development or renovation.

*Reduce the need for mitigation and restoration through prevention activities such as:*

- Seek innovative ways to provide education and interpretive signage on the area's environment, and the effects of human and off-highway vehicle impacts on the environment. Kiosks and shelters are a good way to draw attention to interpretive materials, which could inform visitors about conservation practices, treading lightly on the land, and the ethics of watching wildlife to minimize disturbance. Signs, maps and other materials should emphasize the need for users to stay on designated roads and trails.
- Provide visitors with pull-outs, viewing blinds and platforms, observation towers, and boardwalks where appropriate to enhance visitor experiences and reduce impacts and disturbances to wildlife and sensitive areas.
- Delineate camp areas on long-distance and heavily used trails to focus impacts in one established area, leaving the surrounding area undamaged.
- Minimize impacts of OHV use on grazing and other land uses.
- Maintain viable wildlife habitats and linkages through identification and protection of sensitive areas and important wildlife corridors.
- Explore and implement solutions to reducing particulate matter due to trail/route use, such as dust suppressants.

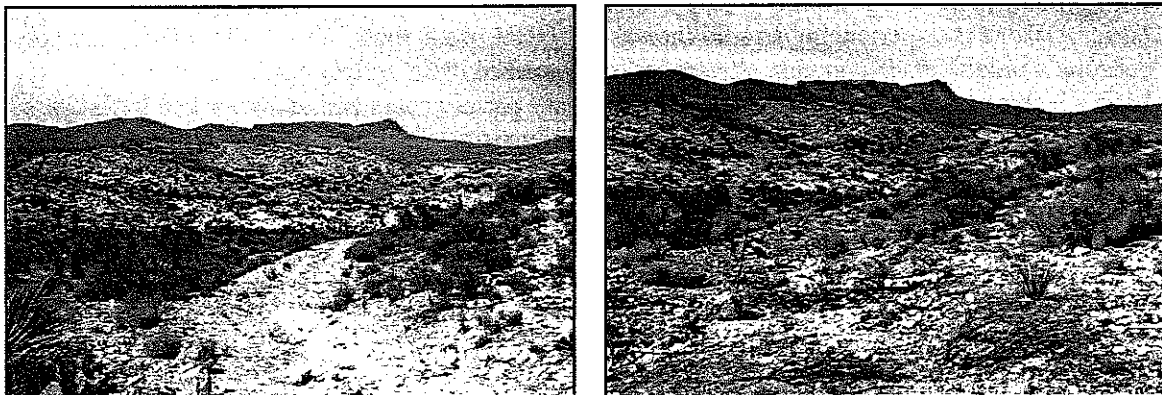


Photo: Mitigation project—Before and After photos of off-trail endangered species rehabilitation project funded by the Off-Highway Vehicle Recreation Fund (2007). Photos courtesy of BLM, Kingman Field Office.

**Establish and Designate Motorized Trails, Routes, and Areas**

**Issue:** Many motorized roads, trails, and areas currently in use have not been officially designated for motorized use in Arizona. Many OHV routes were once mining, logging or ranch roads, or decades-old exploratory jeep trails. They weren't designed or built for the heavy recreational uses they now accommodate and most were never cleared for environmental or cultural concerns. Very few motorized trails were designed to provide the varied and challenging opportunities desired by the OHV user.

10/20/09

Arizona Trails 2010—Motorized Trail Recreation

The evaluation and designation step for officially establishing motorized trails and routes, currently being implemented by the BLM and Forest Service, is a high priority for both federal and state land managers and motorized trail users. This step determines which routes (previously authorized or unauthorized) will be part of the official transportation system, and includes evaluation of the route for environmental or cultural impacts, trail use and activity types, feasibility to implement ongoing management (maintenance, enforcement, resource protection, etc.), and public involvement. Implementation of the designation process will also protect access to many existing trails and routes, and will close routes that cannot meet agency standards.

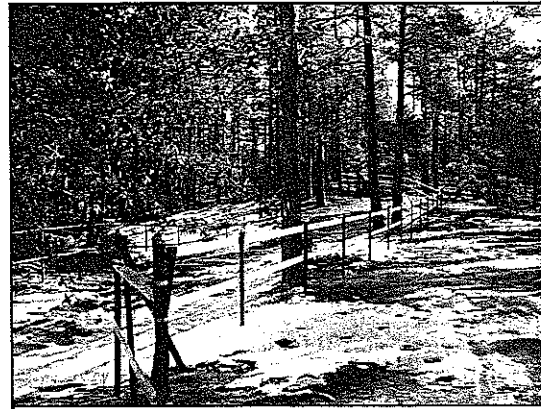


Photo: Existing wooden fence at the Beginner Riding Area (5mph speed limit) at Alto Pit OHV Recreation Area on the Prescott National Forest was replaced with a two strand poly fence.

Cities, towns and counties do not usually provide OHV recreation opportunity in Arizona – there is a lack of managed OHV destinations near large urban centers. There are only two public sites in Arizona that have an area designed specifically for youth OHV riding. There is an increasing population of motorized users with physical disabilities dependent on the use of motorized vehicles for travel “to get into the backcountry.”

#### Actions:

- Inventory, evaluate and designate motorized trails, roads and areas.
- Before designation, conduct environmental assessments and cultural clearances on all motorized routes. Close existing routes that cannot meet agency standards.
- Inform the public, through press releases, maps and websites, as soon as OHV routes and trails are officially designated. Involve users in the designation process.
- Establish a variety of OHV recreation opportunities that are important to the trail user public including loop trails, trails that offer challenge and technical driving opportunity, scenic backcountry roads maintained for passenger vehicles, and cross-country travel areas.
- Develop OHV connectors and networks to create loop trails or provide longer rides.
- Make trails and routes accessible for individuals with physical disabilities.
- Encourage or provide preference to cities and counties to become active in OHV management; to provide OHV sites and beginner riding areas near population centers.

### **Second Level Priority Recommendations for Motorized Trail Use**

#### **Increase On-The-Ground Management Presence and Law Enforcement**

**Issue:** Enforcing rules and regulations on trails, routes and areas is a high priority for motorized trail users and land managers. There is a lack of on-the-ground management presence and self-policing for safety, information, education and enforcement activities. There is a lack of adequate law enforcement to sufficiently meet resource protection needs and reduce dust emissions. There is no effective mechanism for the public to report illegal operators in a timely manner to appropriate law enforcement agencies. Trail laws and regulations are often unknown

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or ignored by users. Land managers do not have the staff or time to effectively monitor trails and users or educate recreationists. There is a need for increased search and rescue efforts in conjunction with OHV use due to lost, injured, and/or unprepared users.

#### Actions:

- With new OHV laws in place, implement a well-coordinated effort across jurisdictions to maximize effort and impact. This coordinated effort should be centralized so there is a consistent enforcement direction and interpretation.
- Encourage State and counties to provide assistance on federal lands for law enforcement.
- Federal agencies should increase on the ground enforcement efforts, particularly for resource protection.
- Educate courts to provide consistency regarding sentencing (e.g., fines, education programs, community service). Heavier fines for repeat offenders are encouraged.
- Identify enforcement contacts or install complaint registers for trail users to report information.
- Increase staff through a variety of means including ranger presence, law enforcement presence, volunteers, and site hosts.
- Promote volunteer programs with clubs and individuals to monitor trail use and educate users regarding rules and regulations (e.g., OHV Ambassadors/peer patrols).
- Agency personnel are encouraged to coordinate law enforcement efforts with the Arizona Game and Fish Department and participate in their enforcement training programs.



Photo: Land management agency staff and volunteer OHV Ambassadors work together to better educate OHV users and the public about responsible land use and trail ethics.

#### **Provide and Install Trail Signs**

Issue: Properly placed signs can keep users on designated trails and routes and inform users why this is important. Users require a number of different kinds of signage to safely and enjoyably pursue their trail experience. There is a lack of adequate signage on motorized routes and areas. Federal land managers are currently in the process of establishing designated motorized routes and are sometimes apprehensive to install signs until designations are complete. Signs are continuously damaged and vandalized and need frequent replacement. There are inconsistent inter-agency standards for signage.

#### Actions:

- Install locator signs that lead people to trailheads and parking areas, directional signs along the trail, destination signs to let people know they have reached end points, interpretive signs that describe the natural or cultural history of the area,



Photo: Trail markers help keep recreationists on appropriate routes.

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educational signs explaining why environmental and cultural protections are required, and regulatory signs that explain the rules of conduct.

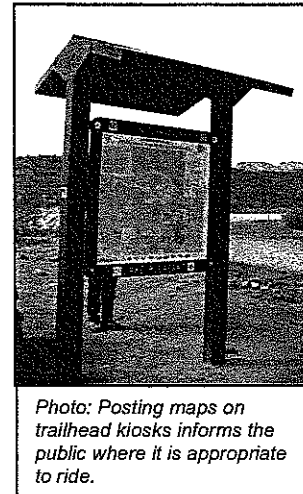
- Adopt consistent interagency universal standards for signage.
- Develop bilingual signage and information.
- Enlist the help of volunteers to routinely monitor and replace signs as needed. To reduce vandalism, visibly advertise that these signs were installed by volunteers from “X Club”.

### **Provide Maps and Trails Information**

**Issue:** Trail users need information and accurate maps that inform them where designated trails exist. Accurate, up to date maps and trail information are difficult to find. There are a limited number of comprehensive OHV trail maps in Arizona, as well as site-specific maps. Federal land managers are currently in the process of establishing designated motorized routes and are sometimes apprehensive to distribute maps until designations are complete. Many current maps do not include routes that cross State Trust lands.

#### **Actions:**

- Develop interim maps with current date listed until route designations are complete.
- Post maps and information on agency websites and trailhead kiosks so they are widely accessible.
- Develop bilingual maps and information.
- Provide GPS coordinates, rules and laws, and other responsible riding information on maps.
- Coordinate and enter into negotiations with the State Land Department to include on maps the key OHV routes that cross State Trust lands.
- Agencies and/or the private sector should establish a central repository for maps with a database manager to ensure accuracy and consistency. This would increase GIS effectiveness and efficiency. Overlays of interest could be added on web-based applications. Map costs should be kept low to encourage a wider distribution and use.



*Photo: Posting maps on trailhead kiosks informs the public where it is appropriate to ride.*

### **Provide Educational Programs**

**Issue:** Trail users who lack proper trail etiquette and environmental ethics can detract from other trail users' recreation experience and negatively impact the environment.

Current education efforts are insufficient to meet the need for effective responsible user education (need to target residents, visitors, dealers, buyers, and rental businesses), resulting in negative impacts to land and water resources, cause site closures, and contribute to the negative perception of OHV use. Many users are unaware of new laws relating to dust restrictions, vehicle operation, and registration of vehicles. More well-placed educational materials and targeted programs may reduce the need for increasing law enforcement efforts.

#### **Actions:**

- Develop consistent responsible use messages and promote through websites and mass media, and provide OHV related articles for newspapers, magazines, and newsletters.

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- Compile a comprehensive list of OHV laws and regulations and also prepare and publicize condensed versions (e.g., brochures, FAQs).
- Partner with motor sport dealer businesses to educate motor vehicle buyers and renters.
- Develop and implement an approved State OHV education curriculum.
- Incorporate OHV recreation use into driver education and school youth programs.
- Improve posting of regulations at trailheads and along routes.
- Maintain and use OHV interest mailing lists to announce new information, messages, policies and regulations.

### **Third Level Priority Recommendations for Motorized Trail Use**

#### **Develop Support Facilities**

**Issue:** In addition to the actual trail corridor, users require support facilities to aid in the area's use and activities. Support facilities can include restrooms, parking areas, kiosks, water faucets, picnic and camp sites, shelters, wildlife viewing blinds and platforms.

Well-designed support facilities increase the user's experience and satisfaction along with protecting the natural resources, including keeping areas clean and free of litter and waste. Many users do not know land ownership information and facilities help demonstrate the area is "managed" and "owned" by someone.

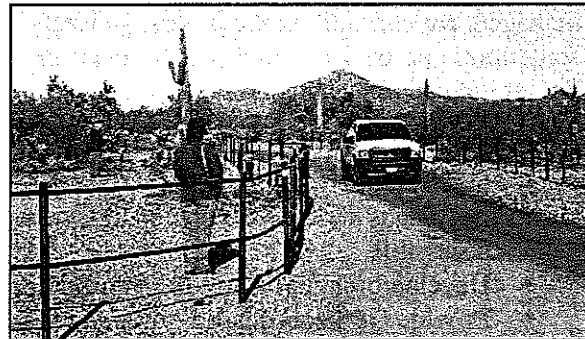


Photo: New pipe rail fence around the Boulders staging area (near Phoenix metro) delineates the parking area. Dust suppressant test taking place in photo. Courtesy of BLM, Hassayampa Field Office.

#### **Actions:**

- Develop trailheads with adequate parking areas and litter control (such as individual litter bags), and where appropriate, restrooms, drinking water, and/or other management features such as a sign-in register.
- Develop picnic sites or camp sites in conjunction with the trailhead, where appropriate.
- Develop a volunteer host campsite to assist with on the ground presence and user contact.
- Support facilities should be accessible to all users; comply with ADA guidelines.
- Consider facilities along long-distance trails, such as viewing platforms, shelters or planned camp sites, that could be used to reduce impacts to surrounding areas.

#### **Promote Coordinated Volunteerism**

**Issue:** Volunteers are a valuable supplement to an agency's labor force. Based on the Random Household survey, more than half of core motorized trail users are willing to volunteer, and 90% of the motorized Involved Users, many of which are club members, are willing to volunteer. During 2010 *Trails Plan* Workshops, users requested greater use of their public service and to "bring back adopt-a-trail."



Photo: The Arizona Ambassador Program began in 2007 as a partnership between resource agencies and OHV volunteers to provide additional on the ground presence in high use OHV areas. Middle Gila Canyons area. BLM.

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Land managers desire increased use of volunteers but lack the time to effectively coordinate, manage, and train volunteers to use them to their potential. Some agencies hesitate to use OHV volunteers due to a perceived liability of the activity.

**Actions:**

- Recognize and support the need to allocate staff time to coordinate volunteers.
- Seek grants and partnerships to support volunteers.
- Enlist a volunteer to take a leadership role or be the liaison between the agency and volunteers, and to coordinate trail projects.
- Provide volunteer trainings for trail maintenance and monitoring, leadership and coordination, and specialized skills.
- Individual Ranger Districts and Field Offices should establish local cadres of OHV ambassadors or peer patrols to increase the volunteer force and on the ground presence.

**Promote Comprehensive Planning and Interagency Coordination**

**Issue:** Interagency cooperation and consistency, and regional trail planning was a common theme throughout the *2010 Trails Plan* Workshops. Better communication between agencies is important to ensure interconnectivity between trail systems, securing access from encroaching development, trail signage and regulation standardization, and sharing enforcement resources. Interagency planning and coordination is especially important for the protection of natural and cultural resources, particularly for ecosystems and wildlife corridors.

There is a lack of planning for OHV recreation near population centers, and a need to implement best management practices for OHV recreation in Arizona. “Seamless” transitions of trails and routes across jurisdictions is especially important for OHVs because motorized vehicles travel longer distances within trips than non-motorized users, so longer loop trails and interconnected routes are a necessary component of a good OHV trail system.



Photo: Agencies are encouraged to involve users in planning efforts and policy and management changes that affect users.

**Actions:**

- Collaborate with neighboring agencies to interconnect trail systems and share resources.
- Develop regional trail system plans and involve relevant agencies, organizations, and users in all planning efforts.
- Continue implementation of programs and efforts such the Wildlife Linkages Assessment, Invasive Species task force, and Watchable Wildlife programs; get involved.
- Compile a resource guide (best management practices) for managing OHV recreation.
- Develop an expert team to help introduce and guide municipalities in OHV management.
- Conduct a needs assessment for OHV management near major population centers.
- Review successful business models for privately operated OHV use areas.
- Involve the recreational users in planning efforts and keep them informed of new policies and changes in management. They may be able to provide assistance and resources.

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## Program Accomplishments

### Off-Highway Vehicle Advisory Group (OHVAG)

The Off-Highway Vehicle Advisory Group (OHVAG) is a seven-member committee that provides program direction and funding recommendations to the ASPB. Seven members are appointed by the Arizona State Parks Board to a maximum of two consecutive three-year terms. Five of the seven members must be affiliated with an OHV organization or group; one seat must represent casual OHV recreationists or the general public, and one seat must represent a sportsperson's group (defined as a member of an organization representing hunting, fishing, or similar sportsperson outdoor activities). Members must be Arizona residents, and no more than two OHVAG members may reside in the same county. The sportsperson member replaced a citizen-at-large position on the OHVAG in January of 2009.



Photo: OHVAG members on a field trip to visit an OHV grant project.

The mission of the OHVAG is to develop and enhance statewide off-highway vehicle opportunities, and to develop educational programs that promote resource protection, social responsibility, and interagency cooperation. OHVAG and State Parks staff work with OHV partners to evaluate State OHV needs, the *Trails Plan*, and make funding recommendations for the OHV Recreation Fund and Recreational Trails Program revenues to the Arizona State Parks Board annually. Recommendations are forwarded to the Arizona State Parks Board for final approval.

OHVAG assists the State OHV Program:

- Provides policy advice on OHV issues affecting Arizona to the Arizona State Parks Board.
- Serves as a liaison to the federal Recreational Trails Program – Motorized Portion Grant rating process annually.
- Assists with the Statewide OHV Plan every five years.
- Uses priorities identified in the OHV Plan to make recommendations towards the expenditure of Arizona State Parks administered OHV funds (review and make recommendations for grant criteria and OHV Recreation Fund partnership programs and projects) as needed.
- Assists with the development of public information materials including brochures, implementation of statewide OHV education efforts, and cosponsors workshops and conferences on occasion.

### **New Legislation affects Arizona State Parks' Expenditures from the Off-Highway Vehicle Recreation Fund**

Arizona Legislation (SB1167) passed in FY 2008 made significant changes in the Off-Highway Vehicle Recreation Fund regarding eligibility requirements, allowable projects or purposes, preferences for the types of projects or purposes the monies are allocated, and specified reporting requirements regarding fund expenditures. Revenues generated from the new OHV Decal user fee bolstered existing gasoline tax revenues that make up the Fund (see page 165 for summary chart and Appendix B for actual legislation).

**Based on the State statutes paraphrased below, Arizona State Parks has prepared this Plan that included considerable public involvement and established priority recommendations for motorized trail use, which guides expenditures from the OHV Recreation Fund.**

Upon Plan approval, staff will coordinate with the Arizona State Parks Board OHV Ad Hoc Subcommittee, Arizona Outdoor Recreation Coordinating Commission, Off-Highway Vehicle Advisory Group and partner agencies to establish grant criteria and policies for fund distribution, with final approval by the Arizona State Parks Board, as stated in A.R.S. § 41-511.04, 41-511.25, and 28-1176.

#### Eligible Purposes

The Fund can be used for purposes such as:

- maintenance, renovation, designation, construction, or connection of OHV routes and trails;
- acquisition, designation, and management of lands for access roads, OHV facilities and use areas;
- OHV law enforcement;
- OHV related information, environmental education, and responsible use programs;
- signage, maps and OHV related informational materials;
- mitigation and prevention of OHV damages to land, including revegetation and closures;
- necessary environmental and cultural clearance or compliance activities; and
- establishment of an Arizona State Parks' OHV Program based on the priorities in the OHV recreational plan.

#### The Plan and Fund Preferences and Limitations

The new legislation specified some preferences and limitations regarding fund expenditures:

- The allocation of monies and the percentages allocated to each of the stated purposes shall be based on an OHV recreational plan maintained by the Arizona State Parks Board (ASPB).
- The plan shall be updated at least every five years, be open to public input, include the priority recommendations for allocating available monies, and be used by all participating agencies to guide distribution and expenditure of monies.
- ASPB shall give preference to applications for projects with mitigation efforts and for projects that encompass a large number of allowable purposes.
- ASPB shall not spend more than 35% of project monies for construction of new off-highway vehicle trails. Project monies are those funds remaining after ASPB sets aside no more than 12% of the 60% ASP allocation for Fund administration and staff to support the plan.



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- Monies in the Fund shall not be used to construct new off-highway vehicle trails or routes on environmentally or culturally sensitive land unless the appropriate land management agency determines that certain new trail construction would benefit or protect cultural or sensitive sites. "Environmentally or culturally sensitive land" means areas of lands that are either:
  1. Administratively or legislatively designated by the federal government as any of the following:
    - (a) a national monument
    - (b) an area of critical environmental concern
    - (c) a conservation area
    - (d) an inventoried roadless area
  2. Determined by the applicable land management agency to contain significant natural or cultural resources or values.

#### Project Awards

- The Arizona Outdoor Recreation Coordinating Commission, an advisory committee of the ASPB, shall establish criteria and policies for the equitable distribution of funding, review applications for eligible projects and determine the amount of funding, if any, for each project to be funded from the ... Off-Highway Vehicle Recreation Fund.
- The ASPB shall examine applications for eligible projects and determine the amount of funding, if any, for each project. The ASPB is the final decision-maker regarding any Fund expenditures.

#### Annual Fund Report to Legislature

- Beginning September 1, 2011, and on or before September 1 of each subsequent year, each agency that receives monies from the Off-Highway Vehicle Recreation Fund shall submit an off-highway vehicle report to the President of the Senate, the Speaker of the House of Representatives, the chairperson of the Senate Natural Resources and Rural Affairs Committee, or its successor committee, and the chairperson of the House of Representatives Natural Resources and Public Safety Committee, or its successor committee.
- The report shall be made available to the public. The report shall include information on all of the following if applicable:
  1. The amount of monies spent or encumbered in the Fund during the preceding fiscal year for the purposes of off-highway vehicle law enforcement activities.
  2. The amount of monies spent from the Off-Highway Vehicle Recreation Fund during the preceding fiscal year for employee services.
  3. The number of full-time employees employed in the preceding fiscal year in connection with off-highway vehicle law enforcement activities.
  4. The amount of monies spent from the Off-Highway Vehicle Recreation Fund during the preceding fiscal year for information and education.
  5. The number and specific location of verbal warnings, written warnings and citations given or issued during the preceding fiscal year.
  6. A specific and detailed accounting for all monies spent for construction of new off-highway vehicle trails, mitigation of damages to lands, revegetation, the prevention and restoration of damages to natural and cultural resources, signage, maps and necessary environmental, historical and cultural clearance or compliance activities.

**OHVAG**  
**August 19, 2011**

**ACTION ITEM**  
**Agenda Item: C 6**

**Staff Will Present and OHVAG Will Discuss  
A Draft OHV Project Evaluation Form.**

**Background**

On June 16, 2010 the State Parks Board directed OHVAG to select high priority projects on behalf of the Parks Board for funding from the state Off-Highway Vehicle Recreation Fund and the federal Recreational Trails Program. Prior to each OHVAG meeting staff provided the OHVAG members with a copy of the applications submitted including a description of the proposed work, a request for a specific amount of funds to complete the work, a map of the project area, pictures of areas to be improved or facilities to be constructed, and a letter or letters from user groups supporting the project. Staff also provided information from the OHV statute and State Trails Plan about the how project scope items should be prioritize during consideration for funding.

**Current Status**

At the request of an OHVAG member staff has developed a project evaluation form (**See Attachment C6 A**) that provides a quantitative analysis of projects based on the priorities for project selection identified in the off-highway vehicle statute A.R.S. §28-1176(H) and the Arizona Trails 2010: Statewide Motorized and Non-Motorized Trails Plan. (**See Attachments C5 B**)

OHVAG may suggest additions and/or changes to the form and may determine how it could be used in the project selection process. For instance, the amounts awarded for each priority level could be changed and the "bonus categories" may be changed and the values adjusted. You may also determine that projects must meet a certain point total to be considered for funding. You may also set a funding ceiling or give points for sponsor match.

OHVAG may direct staff to use the final product to score projects submitted for the future review. Due to the time restraints of the August 19, 2011 meeting, another OHVAG meeting may be scheduled in mid-September to consider projects.

**OHVAG**  
**August 19, 2011**

**ACTION ITEM**  
**Agenda Item: C 7**

**OHVAG Will Discuss the Actions Taken by the Parks Board**

**Background**

The Parks Board agenda for the June 23, 2011 meeting included three items of interest to the Off-Highway Vehicle Advisory Group.

J-3: Consider Policy on Travel Reimbursement for FY 2012 for the Arizona State Parks Board and all of its Advisory Committees.

J-4: Consider Recommendations for Off-Highway Vehicle (OHV) Recreation Fund Allocations for FY 2012.

J-12: Consider Appointing Members To The Off-Highway Vehicle Advisory Group (OHVAG).

The Parks Board also discussed the suggested uses of the OHV Recreation Fund for FY2012 during their budget discussions in the June 22, 2011 meeting. **(See Attachment C7 E)**

At the August 3, 2011 meeting the Parks Board passed a motion to send a letter to the Governor asking her to restore adequate funding for State Parks. That request would allow State Parks to adhere to Arizona statutes relating to the intended uses of the Off-Highway Vehicle Recreation Fund.

**Current Status**

**a) Consider Policy on Travel Reimbursement for FY 2012 for the Arizona State Parks Board and all of its Advisory Committees.** - The Board approved to suspend indefinitely all travel reimbursement for the Parks Board and all of its Advisory Committees, due to the budget crisis and to review on an annual basis. **(See Attachment C7 A)**

**b) Consider Recommendations for Off-Highway Vehicle (OHV) Recreation Fund Allocation in FY 2012. – (See Attachment C7 B & C7 D)**

1. The Board approved to allocate up to \$50,000 to be used for website enhancements related to the Off-Highway Vehicle (OHV) programs.
2. The Board approved to allocate \$163,800 for the Ambassador Program for the Bureau of Land Management (BLM) to fund administration and operation of the OHV Ambassador Program for FY 2012.
3. The Board approved \$166,300 for grants, agreements and State Parks to expand the OHV Ambassador Program.
4. The Board approved to allocate the remainder (estimated \$1.8 million) of the FY 2012 funds in the OHV Recreation Fund, as the funds become available, for high priority projects as defined in the

2010 State Trails Plan (referred to as the “Sticker Fund Project Selection Program).

**c) Consider Appointment of Members to the Off-Highway Vehicle Advisory Group (OHVAG).** - The Board approved the appointment of new members, Bill Nash and Thomas McArthur to serve until December 21, 2014. **(See Attachment C7 C)**

**d) Consider submitting a request to the Governor’s Office to meet Arizona State Parks’ financial needs in FY 2013.** – The request was for an additional \$25 million and would, in part, restore the award of grant monies in accordance with statute (Law Enforcement Boating Safety Fund and Off-Highway Vehicle Recreation Fund). **(See Attachment C7 F)**

OHVAG will discuss the protocol to use in taking recommendations to the Parks Board when OHVAG and staff recommendations differ. OHVAG will discuss and consider procedures to improve relationships with the State Parks Board and Executive Staff.

### Arizona State Parks Board Action Report Agenda Item #: J-3

Title: Consider Policy on Travel Reimbursement for FY 2012 for the Arizona State Parks Board and all of its Advisory Committees  
 Staff Lead: Monica Enriquez, Executive Staff Assistant  
 Date: June 23, 2011

Board Members	Aye	Nay	Absent	Abstain	Comments
Tracey Westerhausen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Walter Armer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Reese Woodling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Larry Landry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Alan Everett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
William Scalzo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Maria Baier	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Approve <input checked="" type="checkbox"/>	Deny <input type="checkbox"/>	Amend <input type="checkbox"/>			

Amend as follows:

**Wally Armer:** I move that the Arizona State Parks Board suspend indefinitely all travel reimbursement for the Arizona State Parks Board and all of its Advisory Committees effective July 1, 2011.

#### Board Questions/Comments:

Mr. Armer said he believes firmly that given the financial situation the agency is in right now that it is inappropriate to even consider reimbursing travel at this point.

**Wally Armer:** I move that the Arizona State Parks Board suspend all travel reimbursement effective July 1, 2011. Mr. Everett seconded the motion.

Chairman Westerhausen said she believes that state law requires travel reimbursement to state employees. Mr. Armer apologized and said he would amend the motion.

**Wally Armer:** I move that the Arizona State Parks Board suspend indefinitely all travel reimbursement for the Arizona State Parks Board and all of its Advisory Committees effective July 1, 2011.

Mr. Everett seconded the motion. He noted that ASP is in difficult financial times and the Board has agreed not to accept travel reimbursement and it is unfair to pick and choose who can get reimbursed and who cannot. A blanket policy for the time being is most appropriate.

Chairman Westerhausen said there might be an opportunity for grants and partnerships for those Advisory Committees that might have higher travel expenses.

The motion carried unanimously with Mr. Woodling absent.

**Arizona State Parks Board Action Report  
Agenda Item #: J-3**

**Status to Date:**

In better fiscal times, Arizona State Parks (ASP) reimbursed the volunteer Parks Board members and all of its Advisory Committees for travel related expenses due to work associated on those Boards, Committees, Commission and Groups. Currently, due to ASP's budget situation, travel has not been reimbursed to Parks Board members or its Advisory Committees. This was decided through Parks Board consensus.

**Time Frame:**

If the Board approves a travel budget policy, it will be effective July 1, 2011 through June 30, 2012.

**Staff and Financial Resources:**

These efforts fall within the ongoing work responsibilities of agency staff.

**Relation to Strategic Plan:**

Visitors Goal: To provide safe, meaningful and unique experiences for our visitors, volunteers and citizens.

**Relevant Past Board Actions:**

N/A

**Arizona State Parks Board Action Report**  
**Agenda Item #: J-4**

Title: Consider Recommendations for Off-Highway Vehicle (OHV) Recreation Fund Allocations for FY 2012  
 Staff Lead: Jay Ziemann, Assistant Director  
 Date: June 23, 2011

Board Members	Aye	Nay	Absent	Abstain	Comments
Tracey Westerhausen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Walter Armer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Reese Woodling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Larry Landry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Alan Everett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
William Scalzo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Maria Baier	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Approve <input checked="" type="checkbox"/>	Deny <input type="checkbox"/>	Amend <input type="checkbox"/>			

Amend as follows: N/A

**Board Questions/Comments:**

Ms. Bahl said the Board discussed these issues at its June 22, 2011 meeting. She said there are four recommendations:

- 1) Staff recommends up to \$50,000 be used for website enhancements related to the Off-Highway Vehicle (OHV) programs. The OHVAG unanimously concurred with the staff recommendation.
- 2) Staff recommends \$163,800 be allocated for the Ambassador Program for BLM. The OHVAG recommends \$110,000 be used for this purpose.
- 3) Staff recommends that the Ambassador Program expand resulting in the cost of \$66,300. The OHVAG recommends \$0 and that the program not be expanded this year.
- 4) Staff recommends all remaining money be used for OHV projects awards. Staff estimates this to be \$1.8 million. The OHVAG recommends that all available monies, not including number three above and less money for number two above, and staff estimates this to be \$2 million be used for OHV projects.

Mr. Landry said at the June 22, 2011 Board meeting the Board discussed using some of the money towards better environmental education, signage and trail projection. He said historically those were second level priorities. He asked if the Board needed to discuss earmarking a specific amount to that or how would the Board make that a higher priority than it is now.

Mr. Ziemann said those are established priorities in the Trails Plan at this juncture. Mr. Landry those priorities were adopted by the Parks Board in 2010. Mr. Ziemann said at this juncture there hasn't been an issue where those projects haven't been funded

**Arizona State Parks Board Action Report**  
**Agenda Item #: J-4**

because all of the money is going to other uses. He said ASP does not have the staff resources to go out and do this kind of signage. ASP still has to be responsive to the requests that are given. At this time there has not been conflict where these have not been funded.

Chairman Westerhausen said how staff arrived at the figures for number two and number three compared to the figures from last year, as they seem to be about \$50,000 more than the figures from last year.

Mr. Ziemann said the figures came from conversations between staff and the representative land managers from BLM, Forest Service and the Land Department. Chairman Westerhausen asked how the increase in the amount would be used. Mr. Ziemann said to do more of the Ambassador type programs that currently exist such as educational programs that teach youths how to ride, spread the message of how to ride responsibly and stay on the trails.

Mr. Landry commented that the Parks Board sees everything that the OHVAG recommends. He said the Board does ask staff for recommendations but the Board also sees the OHVAG recommendation but the Board makes the final determination. He said he wanted on the record that every letter, every memo is given to the Board and the Board does see it.

Mr. Scalzo said one of the frustrations of this program is getting the agencies that ASP works with to do trail to move faster. He noted that this frustrates everyone involved but everyone would like to see more trail projects. He said until there are more opportunities for trails and more effective partners to spend the money it would always look like enough money is not being spent to build trails. The partners need to be encouraged to move forward and if there is any way the Board could help staff and the OHVAG to do that they would be happy to do so.

Mr. Armer said the educational aspect is by far the most important. He said in the long run that would enable more bang for the bucks. He reminded the Board that they received at least two letters in support of reducing Ambassador program allocations and there were also two letters that strongly support the Ambassador program. He said he thought it was fair to say there is not a consensus on the best way to do things.

Ms. Baier said that as a land manager for 13% of the surface area of Arizona that she appreciates the Ambassador program. She said trying to explain the importance of staying on the trails, the conduct and etiquette ensures that trails be retained on trust lands and private lands is contingent upon people behaving on lands that are not owned by them. She said the Ambassador program is meaningful to land managers and is a great return on investment and she whole heartily supports it.

Chairman Westerhausen asked what the requirements are under number 3 to be a grant applicant. She asked if they had to be affiliated with an OHV organization. Mr. Ziemann answered that the grant applicant is the land managing agency.

**Alan Everett:** I move that the Arizona State Parks Board allocate up to \$50,000 from the Off-Highway Vehicle Recreation Fund to State Parks for a contract person to gather



**Arizona State Parks Board Action Report  
Agenda Item #: J-4**

and edit OHV information for inclusion on the State Parks' website and disseminate important OHV information to the public and to use to purchase domain names and for other costs associated with website enhancements, and authorize the Executive Director or designee to execute agreements.

Mr. Landry seconded the motion. The motion passed unanimously with Mr. Woodling absent.

**Wally Armer:** I move that the Arizona State Parks Board allocate \$163,800 from the OHV Recreation Fund to the Bureau of Land Management (BLM) to fund administration and operation of the OHV Ambassador program for FY 2012, and authorize the Executive Director or designee to execute agreements.

Ms. Baier seconded the motion. The motion passed unanimously with Mr. Woodling absent.

**Wally Armer:** I move that the Arizona State Parks Board allocate \$166,300 from the OHV Recreation Fund for grants, agreements and State Parks projects to expand the OHV Ambassador program, and authorize the Executive Director or designee to execute agreements.

Ms. Baier seconded the motion. The motion passed unanimously with Mr. Woodling absent.

**Bill Scalzo:** I move that the Arizona State Parks Board allocate the remainder of the FY 2012 funds in the OHV Recreation Fund, as the funds become available, for high priority projects as defined in the 2010 State Trails Plan (referred to as the "Sticker Fund Project Selection Program"), authorize the Executive Director or designee to execute agreements.

Ms. Baier seconded the motion. The motion passed unanimously with Mr. Woodling absent.

**Status to Date:**

The OHV Recreation Fund is comprised of tax on motor fuel and, since the passing of SB 1167 (effective January 1, 2009), OHV indicia (sticker) revenues. The Arizona State Parks Board receives 60% percent of the OHV Recreation Fund to administer a statewide OHV program, consistent with the Board-approved 2010 State Trails Plan. Since FY 2002, the Legislature and Governor have authorized the Arizona State Parks Board to use up to \$692,100 annually for non-OHV agency operating.

The following describes the funds available in the OHV program in FY 2012. In summary, staff anticipates that \$2,158,600 will be available for OHV projects.

FY 2011 Projected Fund Balance Forward	\$ 717,000
FY 2012 Projected Estimated Revenue	<u>\$ 2,500,000</u>
Total Estimated Revenue	\$ 3,217,000

**Arizona State Parks Board Action Report  
Agenda Item #: J-4**

Less: Parks Operating Appropriation	\$ 692,100
Less: 12% Administration	\$ 233,300
Less: FY 2012 Sweep	<u>\$ 133,000</u>
Available funds for FY 2012	Up to <b>\$ 2,158,600</b>

**Staff Recommended OHV Fund Allocations for FY 2012**

1). Website Enhancements –	
Contract:	Up to: \$ 50,000
2.) Ambassador Program	Up to: \$ 330,100
(BLM Award \$163,800)	
(Ambassador Program Grants \$166,300)	
3.) OHV Project Awards	Up to: <u>\$ 1,778,500</u>
Total Allocations for FY 2012	<b>Up to: \$ 2,158,600</b>

**Current Status – Website Enhancements**

Arizona State Parks hosts an OHV section on the agency website and provides information such as grants for projects, continuation of ambassador program, and other pertinent information. Rather than creating a new website, staff recommends enhancing the existing one. Staff also recommends contracting out to collect OHV information from sources throughout the state to provide to our agency Webmaster to post onto the website. Furthermore, if it becomes beneficial to have a new domain name (e.g. ATVAZ.com or OHVAZ.com), one could be purchased, that then directs searchers to the existing State Parks OHV webpage.

OHVAG Recommendation: At their May 20, 2011, meeting, the OHVAG unanimously concurred with the staff recommendation for website enhancements.

**Current Status – OHV Ambassador Program (OHVA)**

The OHVA program has proven very successful in providing on-site management assistance to land managers, and providing important safety and responsible use messages to OHV riders. The OHVA meets the priorities established in the Board approved Trails Plan by providing a management and law enforcement presence, providing educational programs, and promoting coordinated volunteer opportunities. The current program is coordinated through the Bureau of Land Management (BLM)-Phoenix District Office and affects areas within the Phoenix urban interface. The BLM has done an excellent job of maintaining and building the program. They have borne

**Arizona State Parks Board Action Report  
Agenda Item #: J-4**

staff and support costs. They have also established a good record of “best practices” that is now being shared with the new OHV Ambassador Program Expansion grant recipient. OHVAG is being included on the “governing council” for the program that has recently been established under a memorandum of understanding with the major program sponsors: USDA Forest Service Region 3, BLM-AZ State Office, Arizona Game and Fish Department and Arizona State Parks.

OHVAG Recommendation: At their May 20, 2011, meeting, the OHVAG voted to recommend to the Parks Board that the BLM portion of the OHVA be continued at the same level as FY 2011 (up to \$110,000), and that no dollars be awarded to expand the program to other land management agencies.

**Current Status – OHV Projects**

The Arizona State Parks Board and staff remain committed to the goal of responsibly and efficiently getting OHV projects funded and projects on the ground. The staff recommendation anticipates that \$1,778,500 will be available for OHV projects (after funding website enhancements and the Ambassador program) for FY 2012.

OHVAG Recommendation: At their May 20, 2011, meeting, the OHVAG recommended that the remainder of the monies (after funding the website enhancements and the BLM OHVA program as described above) be used for OHV projects, as the funds become available. The OHVAG recommendation anticipates that \$2,048,600 will be available for OHV projects (after funding website enhancements and the Ambassador program) for FY 2012.

**Time Frame:**

If the staff recommendation is adopted then money will be available for website enhancement and the OHVA on July 1, 2011. Projects will be advertised and awarded as monies accrue, continuously throughout the year.

**Staff and Financial Resources:**

The execution of the OHV Fund allocations is ongoing.

**Relation to Strategic Plan:**

Resources Goal: To provide sustainable management of our natural, cultural, recreational, economic and human resources.

**Relevant Past Board Actions:**

The Parks Board allocated OHV Funds last at their meeting on June 16, 2010.

**Arizona State Parks Board Action Report**  
**Agenda Item #: J-12**

Title: Consider Appointing Members To The Off-Highway  
Vehicle Advisory Group (OHVAG)  
 Staff Lead: Jay Ziemann, Assistant Director  
 Date: June 23, 2011

Board Members	Aye	Nay	Absent	Abstain	Comments
Tracey Westerhausen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Walter Armer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Reese Woodling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Larry Landry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Alan Everett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
William Scalzo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Maria Baier	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Approve <input checked="" type="checkbox"/>	Deny <input type="checkbox"/>	Amend <input type="checkbox"/>			

Amend as follows: N/A

**Board Questions/Comments:**

Mr. Ziemann said at the May 11, 2011 Board meeting the Board instructed staff to solicit recommendations for new advisory committee members and to fill vacancies on advisory committees. He noted that staff takes no position on advisory committee membership. He said the OHVAG met on June 3, 2011 to review all of the applications that they received. He said the OHVAG's first recommendation was to have Bill Nash be placed on the OHVAG.

Mr. Ziemann said the OHVAG's second recommendation asks the Board to set aside the Board policy of a two-term limit and therefore waive the two-term limit and re-appoint Rebecca Antle to the OHVAG.

Mr. Ziemann said the OHVAG's third recommendation if the Board chooses not to waive the two-term limit then another alternate motion is to waive the county residence policy that the Board has established and in that case appoint Jack Hickman to the OHVAG.

Mr. Ziemann said the fourth recommendation if the Board is unwilling to waive the two-term limit policy or to waive the county residence distribution policy then OHVAG's recommendation is to appoint Bill Nash and then to appoint Tom McArthur to the other vacancy in the OHVAG.

Mr. Landry said he would like to move the fourth recommendation, as it is consistent with the Board's past policies.

**Larry Landry:** I move that the Arizona State Parks Board appoint Thomas McArthur to the OHVAG to fill one of the vacant organization affiliation positions to begin to serve effective immediately through December 31, 2014.

Mr. Everett seconded the motion.

## Arizona State Parks Board Action Report Agenda Item #: J-12

Chairman Westerhausen said that all of the candidates seemed qualified but she did not want to begin waiving re-appointments and waiving county residences especially when there is a qualified candidate who does not present those challenges.

The motion passed unanimously with Mr. Woodling absent.

**Bill Scalzo:** I move that the Arizona State Parks Board appoint Bill Nash to the Off-Highway Vehicle Advisory Group (OHVAG) to fill one of the vacant organization affiliation positions to begin to serve immediately through December 31, 2014.

Mr. Landry seconded the motion. The motion passed unanimously with Mr. Woodling absent.

### Status to Date:

The Off-Highway Vehicle Advisory Group (OHVAG) advises the Arizona State Parks Board (Board) on the implementation of the Arizona Off-Highway Vehicle (OHV) Recreation Plan and Program. Residency requirements state that no more than two OHVAG members may reside in the same county, however this requirement has been waived in the past due to the lack of applicants from other counties. Five members must be members of organized OHV groups. One member must represent the general public or casual OHV enthusiasts. One member must be a member of a sportsperson organization. Members serve a maximum of two consecutive three-year terms. OHVAG has seven members. Currently there are two terms past expiration. Both vacancies are for representatives from an OHV organization. Organizational affiliation should be distributed between four-wheel drive, ATV, and motorcycle interests.

The current membership of OHVAG is (positions to be filled in *italics*):

<u>Name</u>	<u>Affiliation</u>	<u>County</u>	<u>Term End</u>
John Savino	Citizen-At-Large	Navajo	12/31/13
Don French	White Mtn Open Trails Assoc	Mohave	12/31/13
Pete Pfeifer	American Motorcyclist Assoc	Pima	12/31/12
David Moore	Rocky Mtn Elk Foundation	Maricopa	12/31/11
Hank Rogers	Apache Cty ATV Roughriders	Apache	12/31/11
<b>Robert Beigel</b>	<b>Mesa 4-Wheelers</b>	<b>Maricopa</b>	<b>12/31/10</b>
<b>Rebecca Antle</b>	<b>AZ State Assoc of 4-Wheel Drive Clubs</b>	<b>Pima</b>	<b>12/31/10</b>

On November 17, 2010, the Board voted to appoint one new member, Don French to a three-year term and re-appointed John Savino to a second three-year term beginning January 1, 2011. The Board also voted to allow Rebecca Antle to continue to serve on OHVAG until a replacement could be appointed.

OHVAG met on June 3, 2011, to review and discuss the applications for the two expired positions and make recommendations for qualified applicants to the Parks Board for their consideration.

The following individuals applied for membership to OHVAG:

**Arizona State Parks Board Action Report  
Agenda Item #: J-12**

<u>Name</u>	<u>Affiliation</u>	<u>County</u>
Rebecca Antle	AZ State Assoc of 4-Wheel Drive Clubs	Pima
Jack Hickman	AZ Off-Highway Vehicle Coalition	Maricopa
Bill Nash	Apache Cty ATV Roughriders	Maricopa
Thomas McArthur	Coconino Trail Riders	Yavapai

**Time Frame:**

Newly appointed OHVAG members will begin to serve immediately through December 31, 2014.

**Staff and Financial Resources:**

No additional staff or financial impacts are anticipated.

**Relation to Strategic Plan:**

Planning Goal: To document our progress through planning, analysis and research.

**Relevant Past Board Actions:**

The Parks Board voted to appoint the following members to OHVAG: Donald French to a three-year term, and John Savino to a second three-year term on November 17, 2010. The Parks Board also appointed Rebecca Antle continue to serve on OHVAG until a replacement could be appointed on November 17, 2010.



**ARIZONA STATE PARKS BOARD  
UNIVERSITY PARK MARRIOTT  
CANYON B CONFERENCE ROOM  
TUCSON, ARIZONA  
JUNE 23, 2011  
MINUTES**

**Board Members Present**

Tracey Westerhausen, Chairman; Walter Armer, Vice-Chairman; Alan Everett; William Scalzo; Maria Baier; Larry Landry.

**Board Members Absent**

Reese Woodling

**Staff Members Present**

Renée Bahl, Executive Director; Jay Ream, Assistant Director, Parks; Kent Ennis, Assistant Director, Administration; Jay Ziemann, Assistant Director, External Affairs and Partnerships; Monica Enriquez, Executive Staff Assistant.

**Attorney General's Office**

Joy Hernbrode, Assistant Attorney General

**AGENDA**

(Agenda items may be taken in any order unless set for a time certain)

**A. CALL TO ORDER FOR EXECUTIVE SESSION - Time Certain: 11:30 AM**

**B. EXECUTIVE SESSION – Upon a public majority vote, the Board may hold an Executive Session that is not open to the public for the following purposes:**

**1. To discuss or consult with its legal counsel for legal advice on matters listed on this agenda pursuant to A.R.S. §38-431.03(A)(3).**

**a. The legal role and responsibilities of the Arizona Outdoor Recreation Coordinating Commission (AORCC).**

**C. CALL TO ORDER – ROLL CALL**

**D. PLEDGE OF ALLEGIANCE**

**E. INTRODUCTIONS OF BOARD MEMBERS AND AGENCY STAFF**

1. Board Statement – “As Board members we are gathered today to be the stewards and voice of Arizona State Parks and its Mission Statement to manage and conserve Arizona’s natural, cultural, and recreational resources for the benefit of the people, both in our parks and through our partners.”

**F. CALL TO THE PUBLIC – Consideration and discussion of comments and complaints from the public. Those wishing to address the Board must register at the door and be recognized by the Chair. It is probable that each presentation will be limited to one person per organization. Action taken as a result of public comment will be limited to directing staff to study or reschedule the matter for further consideration at a later time.**

John Savino, Chairman of the Off-Highway Vehicle Advisory Group (OHVAG), spoke about agenda items J-3 and J-4. He said staff is recommending the Parks Board consider (J-3). He said he has mentioned on many occasions to the Board and staff that

OHVAG is asking for the use of its own OHV funds to enable the OHVAG to help generate more funds that will benefit both Arizona State Parks as well as the OHV community. He said the other advisory committees do not have the ability that OHVAG does in generating funds. Staff's lumping of OHVAG's request with all of the advisory committees makes the request sure to fail. He hoped the Board would reconsider that. He said under action item J-4, staff is asking the Board to approve \$330,100 for the OHV Ambassador program. OHVAG feels that although the Ambassador program is a worthy project in its original concept, it is an absurd amount. At its May 20 meeting, the OHVAG voted down this request. He said instead of honoring the OHVAG's decision, staff has decided to ignore it and proceed with its own agenda. He asked the Board what the statement means that OHVAG is an advisory group to the State Parks Board. In OHVAG's mind it is just that, an advisory group to the State Parks Board yet they must go through Executive Staff to get there and the OHVAG has a problem with that.

**G. CONSENT AGENDA – The following items of a non-controversial nature have been grouped together for a single vote without Board discussion. The Consent Agenda is a timesaving device and Board members received documentation regarding these items prior to the open meeting. Any Board member may remove any item from the Consent Agenda for discussion and a separate vote at this meeting, as deemed necessary. The public may view the documentation relating to the Consent Agenda at the Board's office: 1300 W. Washington, Suite 150A, Phoenix, Arizona.**

- 1. Approve Minutes of April 22, 2011 Arizona State Parks Board Meeting**
- 2. Approve Minutes of May 11, 2011 Arizona State Parks Board Meeting**
- 3. Approve Executive Session Minutes of May 11, 2011 Arizona State Parks Board Meeting**

**H. DIRECTOR'S SUMMARY OF CURRENT EVENTS – The Executive Director may update the Arizona State Parks Board on special events and accolades. A list of items to be discussed under this agenda item will be posted on the State Parks website (azstateparks.com) 24 hours in advance of the Parks Board meeting.**

**I. DISCUSSION ITEMS**

- 1. Online Reservation System Update**
- 2. State Parks Operations Status Update**

**J. BOARD ACTION ITEMS**

- 1. Consider Approval of the Arizona State Parks FY 2012 Operating Budget and Donations Program Budget – Staff recommends that the Arizona State Parks Board approve the amended Arizona State Parks Operating Budget of \$19,489,900 and Donations Program Budget of \$71,600 for FY 2012 as presented in Table 3, including the assumptions, and including full expenditure of all cash and receipts to the Law Enforcement Boating Safety Fund (LEBSF) in excess of \$750,000.**
- 2. Consider Approval of the Arizona State Parks FY 2013 Operating Budget Request and Donations Program Budget – Staff recommends that the**



Arizona State Parks Board approve the submission of the requested Arizona State Parks Operating Budget of \$19,617,400 and Donations Program Budget of \$60,800 for FY 2013 as represented in Table 4, including the assumptions, and including expenditure of LEBSF revenues in excess of \$750,000. Staff further recommends that the Arizona State Parks Board approve these budgets as lump sum and that the Executive Director be authorized to implement the programs, including submittal to the Governor's Office and Legislature as required.

- 3. Consider Policy on Travel Reimbursement for FY 2012 for the Arizona State Parks Board and all of its Advisory Committees** – Staff recommends that the Arizona State Parks Board consider whether travel will be reimbursed to the Arizona State Parks Board and all of its Advisory Committees in FY 2012.

Chairman Westerhausen said she would like to discuss the Off-Highway Vehicle Advisory Group (OHVAG) agenda items next. The Board would discuss agenda item J-12 after agenda items J-3 and J-4.

The Arizona State Parks Board Action Report on this agenda item is included in these minutes as Attachment D.

- 4. Consider Recommendations for Off-Highway Vehicle (OHV) Recreation Fund Allocation in FY 2012** – Staff recommends that the Arizona State Parks Board allocate up to \$50,000 from the Off-Highway Vehicle Recreation Fund to State Parks for a contract person to gather and edit OHV information for inclusion on the State Parks' website and disseminate important OHV information to the public and to use to purchase domain names and for other costs associated with website enhancements, and authorize the Executive Director or designee to execute agreements.

Staff recommends that the Arizona State Parks Board allocate \$163,800 from the OHV Recreation Fund to the Bureau of Land Management (BLM) to fund administration and operation of the OHV Ambassador program for FY 2012, and authorize the Executive Director or designee to execute agreements.

Staff recommends that the Arizona State Parks Board allocate \$166,300 from the OHV Recreation Fund for grants, agreements and State Parks projects to expand the OHV Ambassador program, and authorize the Executive Director or designee to execute agreements.

Staff recommends that the Arizona State Parks Board allocate that remainder of the FY 2012 funds in the OHV Recreation Fund, as the funds become available, for high priority projects as defined in the 2010 State Trails Plan (referred to as the "Sticker Fund Project Selection Program"), authorize the Executive Director or designee to execute agreements.

The Arizona State Parks Board Action Report on this agenda item is included in these minutes as Attachment E.

- 12. Consider Appointing Members to the Off-Highway Vehicle Advisory Group (OHVAG)** – OHVAG recommends that the Arizona State Parks Board appoint Bill Nash to the Off-Highway Vehicle Advisory Group (OHVAG) to fill one of the vacant organization affiliation positions to begin to serve immediately through December 31, 2014.

OHVAG recommends that the Arizona State Parks Board waive the two-term limit policy and re-appoint Rebecca Antle to the OHVAG to continue serving in an organization affiliation position through December 31, 2014.

OHVAG alternately recommends, in the event the Parks Board does not approve to waive the two-term limit policy, that the Arizona State Parks Board waive the county residence distribution policy and appoint Jack Hickman to the OHVAG to fill one of the vacant organization affiliation positions to begin to serve effective immediately through December 31, 2014.

OHVAG alternately recommends, in the event the Parks Board does not approve to waive the two-term limit policy or the county residence distribution policy, that the Arizona State Parks Board appoint Thomas McArthur to the OHVAG to fill one of the vacant organization affiliation positions to begin to serve effective immediately through December 31, 2014.

The Arizona State Parks Board Action Report on this agenda item is included in these minutes as Attachment F.

**5. Consider Approval of FY 2012 State Historic Preservation Office (SHPO) Work Plan** – Staff recommends that the Arizona State Parks Board approve the State Historic Preservation Office (SHPO) FY 2012 Work Plan.

The Arizona State Parks Board Action Report on this agenda item is included in these minutes as Attachment G.

**6. Consider Approval of FY 2012 and FY 2013 Capital Improvement Plan** – Staff recommends that the Arizona State Parks Board approve the FY 2012 and FY 2013 Capital Improvement Plan.

The Arizona State Parks Board Action Report on this agenda item is included in these minutes as Attachment H.

**7. Consider Pre-Approval of Revised FY 2012 and FY 2013 Strategic Plan to the Governor's Office of Strategic Planning and Budgeting (OSPB)** – Staff recommends that the Arizona State Parks Board pre-approve the two-year Strategic Plan for FY 2012 and FY 2013.

The Arizona State Parks Board Action Report on this agenda item is included in these minutes as Attachment I.

**8. Priorities and Potential Solutions**

Ms. Bahl said if the Board leaves this meeting with a legislative agenda the most important thing is to understand what that is so that staff may start working and building partnerships. She said also on the sustainable funding issue the Board could give direction to staff without making a final decision but staff would need to take action sometime this summer.

- a. **Discussion on Priorities and Potential Solutions for Sustainable Funding** – The Arizona State Parks Board may vote to take a position or provide direction to staff to support sustainable funding.
- b. **Discussion on Legislative Issues, Priorities and Potential Solutions for Upcoming Legislative Sessions** – The Arizona State Parks Board may vote to take a position or provide direction to staff concerning

**legislative issues, priorities or potential solutions for upcoming legislative sessions affecting Arizona State Parks.**

The Arizona State Parks Board Action Report on this agenda item is included in these minutes as Attachment J.

- 9. Consider Adopting Changes to the Arizona State Parks Agency Strategic Plan** – Staff recommends that the Arizona State Parks Board adopt the amended Objectives of the Arizona State Parks Agency Strategic Plan as proposed.

The Arizona State Parks Board Action Report on this agenda item is included in these minutes as Attachment K.

- 10. Consider Appointing Members to the Natural Areas Program Advisory Committee (NAPAC)** – NAPAC recommends that the Arizona State Parks Board re-appoint Thomas Skinner and Sheridan Stone and appoint David Weedman to the Natural Areas Program Advisory Committee (NAPAC) to fill the two expired positions and one of the two vacant positions; each to begin to serve immediately through December 31, 2014.

The Arizona State Parks Board Action Report on this agenda item is included in these minutes as Attachment L.

- 11. Consider Appointing Members to the Historic Preservation Advisory Committee (HPAC)** – HPAC recommends that the Arizona State Parks Board waive the county residence distribution policy and re-appoint Victor Linoff from Maricopa County and Tami Ryall from Maricopa County to the Historic Preservation Advisory Committee (HPAC) to fill two of the three expired positions; each to begin to serve immediately through December 31, 2014.

HPAC further recommends that the Arizona State Parks Board appoint Doug Thomsen from Yuma County to the Historic Preservation Advisory Committee (HPAC) to fill the third expired position and to begin to serve immediately through December 31, 2014.

The Arizona State Parks Board Action Report on this agenda item is included in these minutes as Attachment M.

**K. TIME AND PLACE OF NEXT MEETING AND CALL FOR FUTURE AGENDA ITEMS**

- 1. Staff recommends that the next Arizona State Parks Board Meeting be on Wednesday, September 14, 2011.**

Ms. Bahl said the September meeting would be in the Phoenix area. In November the meeting would be in Apache Junction. That is when advisory committees come and the Board gives its annual thank you awards. The October meeting might be somewhere else for discussion on the Strategic Plan.

- 2. Board members may wish to discuss issues of interest to Arizona State Parks and request staff to place specific items on future Board meeting agendas.**

Chairman Westerhausen said there had already been requests for agenda items for the August special meeting on the budget. This might include review of the action plan as well.

Mr. Armer said he would like staff to review all of the advisory committees from the standpoint of are they in statute, or not in statute. Is there anything for them to do? How much staff time and money is expended on a given committee. Is there a possibility of combining some of them? Staff should come back with a report on the Board's whole committee structure and the possibilities of streamlining to save money or staff time. He would like to see this on an agenda sometime between now and the end of the year.

## **L. ADJOURNMENT**

Mr. Scalzo motioned to adjourn. Mr. Landry seconded the motion. The motion passed unanimously with Mr. Woodling absent. The meeting adjourned at 2:46 pm.

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Pursuant to Title II of the Americans with Disabilities Act (ADA), Arizona State Parks does not discriminate on the basis of a disability regarding admission to public meetings. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the acting ADA Coordinator, Nicole Armstrong-Best, (602) 542-7152; or TTY (602) 542-4174. Requests should be made as early as possible to allow time to arrange the accommodation.

8/11/11 4:34 PM

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Renée E. Bahl, Executive Director



**ARIZONA STATE PARKS BOARD  
UNIVERSITY PARK MARRIOTT  
CANYON B CONFERENCE ROOM  
TUCSON, ARIZONA  
JUNE 22, 2011  
MINUTES**

**Board Members Present**

Tracey Westerhausen, Chairman (arrived at 1:13pm); Walter Armer, Vice-Chairman; Alan Everett; William Scalzo; Maria Baier; Larry Landry.

**Board Members Absent**

Reese Woodling

**Staff Members Present**

Renée Bahl, Executive Director; Jay Ream, Assistant Director, Parks; Kent Ennis, Assistant Director, Administration; Jay Ziemann, Assistant Director, External Affairs and Partnerships; Monica Enriquez, Executive Staff Assistant.

**Attorney General's Office**

Joy Hernbrode, Assistant Attorney General

**AGENDA**

**(Agenda items may be taken in any order unless set for a time certain)**

- A. CALL TO ORDER - ROLL CALL – Time Certain: 1:00 PM**
- B. PLEDGE OF ALLEGIANCE**
- C. INTRODUCTIONS OF BOARD MEMBERS AND AGENCY STAFF**
  - 1. Board Statement - “As Board members we are gathered today to be the stewards and voice of Arizona State Parks and its Mission Statement to manage and conserve Arizona’s natural, cultural, and recreational resources for the benefit of the people, both in our parks and through our partners.”**
- D. CALL TO THE PUBLIC**
- E. THE STATE OF ARIZONA STATE PARKS**
- F. BUDGET PRESENTATION**
  - 1. Staff will provide a presentation regarding:**
    - a. FY 2012 Operating Budget and Assumptions**

Mr. Ennis said the FY 2012 budget begins on July 1, 2011. He said the Legislature gave agencies their budgets earlier in the year and it set the groundwork for ASP’s appropriated funds. He said he would mostly talk about the unappropriated funds which are the ones the Board has the most influence over. He said the goal for FY 2012 is to keep operating budgets flat...

Mr. Ennis said the Law Enforcement Boating Safety Fund (LEBSF) and the Off-Highway Vehicle Recreation Fund would have the same revenue forecast in FY 2012 but with different monthly patterns...

Mr. Ennis said the Parks Board had decided by consensus that there would not be travel reimbursements for Parks Board members and Advisory Committee members. Mr. Scalzo said the Board should make that perfectly clear as a policy that there would not be any travel reimbursements. He said the Board should not discuss it much just take appropriate action.

**b. FY 2013 Proposed Operating Budget Request and Assumptions**

**c. FY 2012 Off-Highway Vehicle Recreation Fund Allocations**

Mr. Ziemann said the discussion of the Off-Highway Vehicle (OHV) Recreation Fund Allocations are being discussed with the budget because one of the recommendations is for website enhancement which would be contract employment. A person or company would be contracted to update the OHV website and make it comprehensive. He said that is the link to ASP's actual operating budget. The Board would take action on the other agenda items concerning OHV at the June 23, 2011 meeting.

Mr. Ziemann said in conversations with the Off-Highway Vehicle Advisory Group (OHVAG) they have stated they would like the website to have links and a lot more information. The current OHV website exists within the azstateparks.com website. The OHVAG said they were interested in changing the domain name and that would be included in the \$50,000. The contract employee would be a computer tech type of person. That person would put all of that information in a form that ASP's webmaster could easily dump that information into the existing OHV website. It would make it a one-stop shop for OHV issues throughout the state. He said staff recommended an expenditure of \$50,000 and the OHVAG unanimously concurred at its May 20, 2011 meeting.

Mr. Ziemann said the following are now more of the grant program and do not have to do with the operating budget. He said about three or four years ago the Bureau of Land Management (BLM) began the Ambassador Program on their land. They would run events in conjunction with other agencies including ASP, Game and Fish Department and the Forest Service. These events are run by a collection of volunteers and they do a number of different educational programs where they interact with the public. These include taking youth out and showing them how to ride, spread the message of how to ride responsibly and staying on the trails. There are also some classroom activities. The BLM's Ambassador Program has won all kinds of awards. It is a model project for responsible OHV use. Last year, the Parks Board allocated \$110,000 for the BLM portion of the Ambassador program. This year staff is recommending expending up to \$163,800 to expand the program further with BLM. He said the OHVAG has recommended the amount stay at \$110,000.

Mr. Everett asked what the extra money that staff is recommending would be used for. Mr. Ziemann answered more educational programs such as the ones described earlier and to have additional resources on the ground. Mr. Scalzo noted that this is an education program that benefits everybody including county, regional, State Land Department, ranchers, etc. It is not just BLM.

Mr. Ziemann said the Ambassador program has been so wildly successful that last year the Parks Board set aside \$75,000 of OHV funds to run Ambassador programs on lands

managed by agencies other than the BLM. It could have been on the State Land Department's properties but most of the money is spent on working with the Forest Service especially up in Coconino County. He said there were different events sponsored by different land managers and because there are more of those managers and the Forest Service especially seem anxious to do these kinds of events, staff recommended to expand this to \$166,300 for this coming year. OHVAG recommended to not fund this at all.

Mr. Armer asked why the OHVAG has made this recommendation. Mr. Ziemann answered that his sense from the discussion was that there were some concerns that members of the OHVAG had with various land managers. Mr. Landry asked what the OHVAG wanted the money to be used for. Mr. Ziemann said that the OHVAG preferred the money to be spent on the next item.

Mr. Ziemann said the remainder of the money that is generated in revenue and is available in FY 2012 would be available for grant projects. He said the project money is used to do some law enforcement but mostly to enhance and mitigate damage, enhance trails and distribute information on responsible riding and where riding should take place. Mr. Scalzo said the Ambassador program's grants do all that. There is education and it benefits its counties, regional facilities, etc. He said some trail riders cause damage and some of that is because of a lack of understanding, lack of education or they cannot differentiate the lands. He said programs such as this could help it happen. He said he doesn't understand why off road people would not want people better educated especially in areas where there are problems. The problems could be mitigated and get the general public more positive rather than negative about them. He said he thought the \$166,000 is the wisest money that ASP could spend. He said fewer signs might be needed to educate people where to go. There would always be problems but he liked the idea of training and education and at least make it fun.

Mr. Ziemann said the most important thing is that it is obvious that there is an OHV problem. There are young people getting hurt, people riding irresponsibly, dust problems. That is why these funds are available. He said rather than run a traditional grant program where once a year ASP would go out to grant them. The Board has established a policy to set up expenditures up to these amounts and staff goes out and contracts and solicits three or four times per year. Requests are made constantly and as long as the projects meet the statutory and priorities established in the State Trails Plan that the Parks Board adopted these are funded and the money is out there on the ground. He said this is critically important. He said ASP does not have the staff to go out and run these programs. ASP must rely on others to do that. Ultimately ASP would be reactive to the grantees request.

Ms. Baier said she agreed with Mr. Scalzo. She said the return on investment for education is cost effective.

Mr. Landry concurred and said a little prevention has incredible return on investment.

Mr. Armer said the more people that are educated and become conscientious about what they are doing then become the eyes on the ground that the State Land Department or other land managers don't have the resources to hire.

Chairman Westerhausen said she wanted to discuss the perspective of the OHVAG. She said the OHVAG perceives the decal fee as being OHVAG's money. She said the Board should have someone, possibly from the Attorney General's office, explain that legally it is not OHVAG's money. Because the OHVAG believe it is their money, they don't understand why, what they consider to be modest requests for travel reimbursement, isn't honored. They feel that they are in a different category from the other advisory committees because the OHVAG has this revenue stream that is theirs. She said the other thing that may account for why the OHVAG didn't want to expand the OHV Ambassador program is that the OHVAG believe that \$75,000 issue where they declined to give the money to grantees and then staff bought trailers.

Ms. Hernbrode said her impression about the OHVAG was that they felt they were influential in getting the legislation passed and because they are a subset of the general public by paying the OHV decal fee and that is what they felt gave them ownership to the money. She said she didn't think the OHVAG understand how the statute actually works.

Mr. Landry said he thought the Board should be very clear that they get all of the recommendations and staff does not filter them or not present them. He said the OHVAG is saying that staff is not giving the Board the information and that is blatantly false. He suggested Chairman Westerhausen, working with staff, answer that point. He noted the Board asks staff and the advisory committees for their recommendations. It is the Board's duty to make the decision.

Mr. Scalzo said on the issue of OHV projects that it is difficult because ASP is working with federal agencies and their process is difficult. He said many of the local agencies' land is owned by federal agencies so for the most part only federal agencies would apply for these grants.

Mr. Ziemann said Mr. Scalzo makes a good point. That is why staff wants flexibility so that when ASP gets the go ahead from these land managers that ASP wants to move forward and does not want to wait until another cycle is open.

Chairman Westerhausen said that the OHVAG feels their recommendation should be on the agenda and not buried in the packet. She does not want to characterize them as blatantly false. She would hope the OHVAG and the Board and staff would not use language such as that.

**d. FY 2012 State Historic Preservation Office Work Plan**

**e. FY 2012 and FY 2013 Capital Improvement Plan**

- 2. Staff will provide a presentation on the Arizona State Parks Board approved Agency Strategic Plan and Revised FY 2012 and FY 2013 Strategic Plan to the Governor's Office of Strategic Planning and Budgeting (OSPB).**

**G. Priorities and Potential Solutions**

- 1. Discussion on Priorities and Potential Solutions for Sustainable Funding**
- 2. Discussion on Legislative Issues, Priorities and Potential Solutions for Upcoming Legislative Sessions**



## H. ADJOURNMENT

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Pursuant to Title II of the Americans with Disabilities Act (ADA), Arizona State Parks does not discriminate on the basis of a disability regarding admission to public meetings. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the acting ADA Coordinator, Nicole Armstrong-Best, (602) 542-7152; or TTY (602) 542-4174. Requests should be made as early as possible to allow time to arrange the accommodation.

8/11/11 4:34 PM

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Renée E. Bahl, Executive Director

**Arizona BLM  
Travel Management Plan  
Status as of August 2011**

**Travel Management Plans:**

- 6 Travel Management Plans (TMP), in development for 2011:
  - AZ Strip District- Grand Canyon Parashant and Vermilion Cliffs NMs (no public meetings are scheduled)
  - Phoenix District- Wickenburg Trails (public meeting in June 2011, Wickenburg)
  - Gila District - Ironwood Forest National Monument (proposed route designations published with Resource Management Plan Final, Fall 2011)
  - Gila District - Gila Unit in Safford Field Office (including Gila Box National Conservation Area, draft ready for comment, Fall 2011)
  - Gila District - Aravaipa Ecosystem Plan in Safford Field Office (Final Plan available in Fall 2011)
- TMPs scheduled for completion in FY 2012:
  - Arizona Strip District - Community Interface TMP (i.e. Littlefield, St. George Basin, Colorado City) (public scoping meetings in April 2011)
  - Phoenix District - Lake Pleasant North/French Creek TMP in Hassayampa Field Office (public scoping meetings in May, June 2011)
  - Phoenix District - Sonoran Desert National Monument Draft RMP (alternative proposed route networks will be available for public review when Draft is published, August 2011)
  - Colorado River District - La Posa TMP in Yuma Field Office (public comment meetings in Fall 2011 for Draft TMP; constituents are interested in adopting the OHV Ambassador program in the Yuma-Havasu region)
  - Colorado River District -Havasu TMP in Havasu Field Office (extended public comment period ended in February, over 2000 comments received; Draft TMP will be available in Fall 2011)
  - Gila District - remainder of Safford Field Office (no public scoping meetings scheduled yet)
  - Gila District - Middle Gila South TMP in Tucson Field Office (no public scoping meetings scheduled yet)
- AZ BLM objective is to have a fully designated (Roads, Primitive Roads, Trails) transportation system - in all 4 Districts - by 2015

**Public Outreach**

Input from the users is critical, as BLM develops these Travel Management Plans. Details on individual plans and meeting times are available at the various Field Offices. Please have your constituent groups contact their local Field Office Travel Management Coordinator or contact Bill Gibson (State Lead) @ 602-417-9425, bgibson@blm.gov.